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15/11/2018/15

Roll No:

PUNJAB STATE POWER CORPORATION LTD.

Departmental Accounts Examination

AM/HR

Session-11/2018

Paper-1st

(Service, Rules & Regulations)

Time allowed: 3 hours

Max. Marks: 100

Books Allowed:

As per syllabus issued vide Office Order No.1038/REG-307 dated 11.06.2015.

Note:

- 1) Attempt all the questions and part of a question must be attempted continuously at one place.
 - 2) Support your answer with relevant rules/regulations.
 - 3) Rough work should be done on the space provided for in the answer sheet at Page-2.
 - 4) Missing data, if any, be assumed but must be indicated specially in the answer.
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Q.No.1

Calculate the basic pension, DCRG, commuted value from the following data:-

- | | | |
|------|--|------------------------|
| i) | Date of Birth | 1.4.1960 |
| ii) | Date of Retirement | Superannuation |
| iii) | Date of Joining in Service | 27.4.1982 AN |
| iv) | EOL for private affairs | 25.2.1992 to 15.4.1992 |
| v) | 'Dies Non' period | 1.4.2015 to 2.5.2015 |
| vi) | Drawing pay of Rs.30850/- including Grade Pay of Rs.6850/- w.e.f. 1.3.2015 in the scale of Rs.16650-39100+6850 Grade Pay promoted in the scale of Rs.16650-39100+8500 Grade Pay and joined on 27.7.2017. Employee did not exercise any option for pay fixation on promotion. | |
| vii) | Considering ADA @132% | |

(Marks: 20)

Q.No.2 (a)

What is subsistence allowance? When and what rate it becomes payable? What kind of recoveries can be made from the subsistence allowance? Explain in brief.

(b) What amount of special casual leave to different categories of employees is admissible and under what circumstances.

(c) What are the guidelines for proper implementation of New Pension Scheme in PSPCL?

(Marks: 5+5+10=20)

Q.No.3

- a) What are the conditions for grant of deposit Linked Insurance Scheme.
- b) How is the period of overstay of leave treated for increment duty and leave?
- c) Describe the eligibility to get Leave Travel Assistance in case of husband and wife, if husband is retiree of PSTCL and wife is retiree of Punjab Govt.
- d) Interest on GPF in case of a subscriber is dismissed, removed or retired prematurely or compulsorily from services of the Corporation, but has

appealed against his removal or dismissal or compulsory retirement. Discuss in brief.

- e) A Corporation employee, who is allotted Corporation's accommodation of higher status to which he is entitled by the virtue of status of post held by him at his own interest, what rent should be deducted?

(Marks: 5X4=20)

Q.No.4

- (a) An employee having basic pay of Rs.40600/- including Grade Pay of Rs.5800/- at the time of retirement on 28.02.2018. His two increments were stopped without future effect vides O/O No.745 dated 12.02.2018. How the effect of stoppage of increment will be given in the last year just prior to retirement? Considering ADA @ 132% as the other instalments of ADA have not yet been announced.

- (b) Write a short note on Child care leave.

(Marks: 10+10=20)

Q.No.5

- a) What joining time is admissible if a Board/Corporation employee is transferred during transit and what pay and allowances are admissible during the joining time?
- b) An officer after availing study leave quits service. What amount is recoverable from the officer in this case?
- c) Please comment on the following:
- i) An officer submitted his resignation. But in the meanwhile he changed his mind and wants to withdraw his resignation after 80 days.
 - ii) While calculating half pay leave credit of an employee, his EOL was excluded.
 - iii) Can a female employee be allowed to join first appointment during pregnancy?
 - iv) Can a casual leave be allowed in continuation of other kind of leave?

(Marks: 4+4+4X3=20)

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16/11/2018/10

Roll No. _____

Departmental Examination for AM/HR-Paper-II(General Rules & Regulations)

Session 11/2018

Time Allowed: 3 hours

Max.Marks-100

Books Allowed:- AS per syllabus issued vide office order No.1038/REG-307 dt.11.6.2015

NOTE:-

- Attempt all the questions and part of questions at one place.
- Rough work must be done at space provided for in the answer sheet at page no.2
- Missing data if any may be assumed but must be indicated in the answer.
- Support Your Answer with relevent rules/regulations.

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Assistant Manager/HR
Session 11/2018
Paper-II
General Rules and Regulations

Ques no. 1

- (a) What conditions have been laid down in Employee Conduct Regulations regarding an employee of the Corporation engaged in "Private Trade or Employment" and activities such as "Investment, Borrowing and Lending"?
- (b) What action is to be taken by the Punishing Authority on the Inquiry Report against the employee and what is the procedure for imposing minor penalties?

(Marks: 2*10=20)

Ques no. 2

- (a) What is the role played by "Finance Section" and "Legal Section" in Departmental Disposal of Business?
- (b) What are qualifications for Direct Appointment of Accounts Officers and Electrical Engineers?

(Marks: 2*10=20)

Ques no. 3

To whom and to what extent powers have been delegated for the following:-

- a) To convey administrative approval for capital expenditure on works other than residential buildings forming part of a project specifically approved by the Board (Other than Distribution Projects).
- b) To convey administrative approval for capital expenditure on works other than residential buildings not forming part of a project estimate specifically approved by the Board.
- c) Can the powers be re-delegated by HOD to his sub-ordinates which are delegated to him under DOP? Explain it.
- d) To convey administrative approval for works expenditure for augmentation of Sub-Stations and Transmission Lines including Mains and Sub-Mains.

(Marks: 4*5=20)

Ques no. 4

- (a) Define following under the Purchase Regulation, 1981:-
 - (i) For what kind of items, Single Tenders are to be invited
 - (ii) Rate Contract
 - (iii) Central Purchase Committee
- (b) Explain the following as per Works Regulations, 1997:-
 - (i) Rejection of Tenders
 - (ii) Re-Invitation of Tenders

(Marks 5*4=20)

Ques no. 5

- (a) What classes of cases shall be referred to Whole Time Members as per schedule-II of Conduct of Business Regulation, 1980?
- (b) Define "Members of Family" as per Employee Conduct Regulations, 1971.

(Marks: 15+5=20)

17/11/2018/10

Roll No. _____

Departmental Examination for AM/HR

Session ~~11/2018~~ 11/2018

Paper: 111

(ACTS AND LABOUR LAWS)

Time Allowed: Three Hrs.

Marks: 100

Books Allowed: As per syllabus issued vide Office Order No. 1038/REG-307 Dated 11.6.15

NOTES

1. Attempt all questions and part of a question must be attempted continuously at one place.
2. Support your answer with relevant rules/regulations.
3. Missing data, if any, may be assumed, but must be indicated specifically in the answer.
4. Rough work should be done on the space provided for in the answer sheet at page No,2

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PAPER-III (ACTS AND LABOUR LAWS)

Time Allowed: 3 Hours

Max. Marks :100

Q 1.) Comment on the following cases that whether they are legal or not and what would you advise to the person/company/authority in each case? Also quote the relevant section(s) of the Act on which the comment and advice are based:-

- a. An authorized officer under the factories Act started inspection of a hotel in which there are more than fifty employees. (5 marks)
- b. In a factory with three hundred workers, there was no provision of cooling drinking water during summer season. (5 marks)
- c. Mr. X was appointed as state information commissioner of a state in 2011. In 2015, he was appointed as the state chief information commissioner and his appointment as the state chief information commissioner was proposed to be continued till 2019. (5 marks)
- d. The Financial Intelligence Unit of India provided the information requested under RTI Act on 40th day after the receipt of the request. There submission was that the information requested was in respect of allegations of violation of human rights so they provided it after the approval of the Central Information Commission. (5 marks)

Q 2.) In a factory, there were three types of workers and they have different timings as below:-

Category A:- Monday to Friday 9 am to 6 pm , 1 pm to 1.30 pm lunch break, Saturday 9 am to 1 pm. Sunday full day off.

Category B:- Monday to Friday 9 am to 7 pm , 1 pm to 1.30 pm lunch break, Saturday and Sunday full day off.

Category C:- Monday to Friday 9 am to 7 pm , 1 pm to 2 pm lunch break, Saturday 9 am to 1 pm. Sunday full day off.

Calculate the working hours of all categories, comment whether the work timings are normal as per law. Also quote the relevant section(s).

(20 marks)

Q 3.) Give your view whether the following concerns are micro, small or medium or none of them enterprises? Also justify your view with reason for the same and refer to the relevant section(s).

- a. A Ltd., a manufacturing concern, having Land and building worth Rs. 5 crore, Machinery worth Rs. 20 lacs.
 - b. B Ltd., a manufacturing concern, having Land and building worth Rs. 5 Lacs, Machinery worth Rs. 30 lacs (including air pollution control devices of Rs. 15 Lacs).
 - c. C Ltd., a manufacturing concern, having Land and building worth Rs. 50 Lacs, Machinery worth Rs. 90 lacs (including air pollution control devices of Rs. 50 Lacs).
 - d. D Ltd., a manufacturing concern, having Land and building worth Rs. 50 Lacs, Machinery worth Rs. 11 crore (including air pollution control devices of Rs. 3 crore).
 - e. E Ltd., a manufacturing concern, having Land and building worth Rs. 5 crore, Machinery worth Rs. 11 crore (including air pollution control devices of Rs. 3 Lacs).
- (4 marks each i.e. total 20 marks)**

Q 4.)(i) U Ltd. purchased goods from V Ltd., a manufacturing concern, having Land and building worth Rs. 30 Lacs, Machinery worth Rs. 11 lacs, on 13.06.2018 which were delivered on the same day. On 25.07.2018, U Ltd. intimated in written to V Ltd. regarding non receipt of free gift with the goods. V Ltd. delivered the free gifts on 30.07.2018. There was no payment term agreed between them. F Ltd. paid the amount on 14.08.2018. Whether interest is payable by U Ltd. to V Ltd. on delayed payment? If yes, then the date from which the interest is payable till which date? Justify your answer with reason for the same and refer to the relevant section(s). **(10 marks)**

(ii) K Ltd. purchased goods from M Ltd., a manufacturing concern, having Land and building worth Rs. 70 Lacs, Machinery worth Rs. 11 crore (including air pollution control devices of Rs. 3 crore), on 15.05.2018 which were delivered on the same day. There was no payment term agreed between them. F Ltd. paid the amount on 10.10.2018. **(5 marks)**

(iii) P Ltd. purchased goods from R Ltd., a manufacturing concern, having Land and building worth Rs. 40 Lacs, Machinery worth Rs. 9 lacs, on 15.04.2018 which were delivered on the same day. There was payment term of 30 days after delivery agreed in written. F Ltd. paid the amount on 16.10.2018. **(5 marks)**

Q 5.) Comment on the following cases that whether they are legal or not and what would you advise to the person/company/authority in each case? Also quote the relevant section(s) of the Act on which the comment and advice are based:-

- a. A State air pollution control board appointed an auditor for auditing its accounts by passing an agenda in their quarterly meeting. (5 marks)
- b. A State air pollution control board submitted its annual report for the financial year 2017-18 with the state government on 25.08.2018. (5 marks)
- c. Mr. A is going to file a complaint under consumer protection act. The claim amount is 19.50 Lacs. One of his friends is telling him to file the complaint with the state commission as the amount is significant. (5 marks)
- d. X Ltd. has been penalized by the district consumer forum vide their order of penalty. As the matter involved is a question of law, so the officers of X Ltd. are planning to file an appeal before the Supreme Court of India. (5 marks)