



భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Kandi, Sangareddy, IITH-502284; Tel: 040-23016074

Question Paper ID: 001

Advt. No. IITH/2023/Rec/NF/15

Application Number of the Candidate

Name of the Post:

Section Officer

Pay Level: Level 8

Date of the Exam: 4th December 2023

Duration: 01 hr. 30 min

Scheme of the Exam:

Topic	Number of Question	Marks
General English	5	10
General Arithmetic	5	10
Work Related Topics	40	80
Total	50	100

Instructions to fill the responses in the OMR answer sheet

1. Candidate must write his/her **application number** in the designated box on the top of OMR answer sheet
2. Candidate must write the Question paper ID in the designated box on the top of OMR answer sheet
3. Candidate must sign in the box provided in the OMR answer sheet
4. Each answer sheet must be signed by the invigilator in the space printed in the OMR answer sheet
5. Only one response to be selected & marked. In case more than one response is marked for a single question or no response is marked for a question, no marks will be awarded for that question.
6. Partially filled circles shall not be considered as responses
7. Erasing or changing of answer is not allowed.
8. No negative marking
9. Candidate must use Blue/Black ball point pen to fill his/her responses
10. Rough work should not be done on the OMR answer sheet.
11. Candidate can use the designated page(s) of the question booklet for the purpose of rough work
12. I have read the instructions carefully _____ (Signature)

General English

1. Are there enough seats here? There are _____ people here than I expected.
 - a. many
 - b. most
 - c. lot
 - d. more

2. Gauri said that she can play the keyboard _____ her sister?
 - a. as well as
 - b. as better as
 - c. as nicest as
 - d. as worse as

3. Despite a string of poor performances, the chances of Neimar Jr.'s selection in the team are
 - a. slim
 - b. obvious
 - c. bright
 - d. uncertain

4. Rajiv Gandhi Khel Ratna Award was conferred _____ Mary Kom, a six-time world champion in boxing, recently in a ceremony _____ the Rashtrapati Bhawan (the President's official residence) in New Delhi
 - a. with, at
 - b. on, in
 - c. on, at
 - d. to, at

5. It is better _____ in obscurity than _____ notorious.
 - a. to live, be
 - b. lived, to be
 - c. living, been
 - d. to live, was

General Arithmetic

6. If the following statement,
"there is a person in this room who is both intelligent and strong"
is wrong then it means
- Every person in this room is both intelligent and strong
 - Every person in this room is not intelligent and not strong
 - Every person in this room is either not intelligent or not strong
 - There is a person in this room who is not intelligent and not strong.
7. In an arithmetic progression, p -th term is $1/q$ and q -th term is $1/p$ then the pq -th term is.
- 1
 - $\frac{1}{pq}$
 - $\frac{1}{2}(1 + pq)$
 - $1 + pq$
8. What is the next number of this sequence: 1, 11, 21, 1211, 111221, 312211,
- 41112221
 - 21131211
 - 13112221
 - 13122121
9. Find the missing number x
- $$9 : 8 :: 16 : x?$$
- 27
 - 18
 - 17
 - 14
10. If MOBILITY is coded as 46293927, then EXAMINATION is coded as
- 52538401854
 - 56149512965
 - 57159413955
 - 52425062305

Work Related Topics

11. Substantive Pay means pay other than

- a. Special Pay
- b. Personal Pay
- c. Emoluments classed as pay
- d. All of the above

12. All orders and decisions of the Board of Governors shall be authenticated by the signature of the _____, as per the Statutes of IIT Hyderabad.

- a. The Director
- b. The Deans
- c. The Registrar
- d. The Officer nominated by the Board

13. MACPS stands for

- a. Multiple Assured Career Progression Scheme
- b. Modified Assured Career Profession Scheme
- c. Modified Assured Career Progression Scheme
- d. None of the above

14. If a Government servant acquires Ph.D in the field relevant to his functions and useful in the discharge of higher official work, he shall be entitled to a lump sum incentive of :

- a. Rs.10,000
- b. Rs.15,000
- c. Rs.20,000
- d. Rs.30,000

15. In case of air travel by a non-entitled officer, reimbursement shall be allowed for :

- a. Mileage allowance for travel by rail/road/steamer as per his entitlement
- b. Fare for Rajdhani/Shatabdi train if available on the same route and the officer is entitled to travel by it
- c. Actual air fare if less than fare for Rajdhani/Shatabdi train
- d. Any one of (a), (b) or (c)

16. Where husband and wife both are Government servants, then

- 1 a) Both can claim LTC separately in respect of their families
- 2 b) Husband and wife can claim the facility as member of family of each other
- 3 c) Children shall be eligible for the benefit in one particular block as members of family of one parent only.

Which of the above statements is true?

- a. (1) and (2)
- b. (2) and (3)
- c. (1) and (3)
- d. All of (1) and (2) and (3)

17. If a Government servant remains absent from duty for a continuous period of more than five years, he shall be deemed

- a. To have resigned from service
- b. To have been dismissed from service
- c. To have been compulsorily retired from service
- d. To have been suspended

18. What is the monetary ceiling range in case of purchase through Local Purchase Committee, as per Rule 155 of GFR 2017 ?

- a. Rs.25,000 to Rs.2,50,000
- b. Rs.25,000 to Rs.5,00,000
- c. Rs.25,000 to Rs.1,00,000
- d. Above Rs.5,00,000

19. A female employee who has made a complaint of sexual harassment, may be allowed special leave during the pendency of inquiry for

- a. Minimum 60 days
- b. Maximum 60 days
- c. Minimum 90 days
- d. Maximum 90 days

20. In case of a disabled child, child care leave will be allowed upto the child's age of

- a. 18 years
- b. 22 years
- c. Irrespective of age
- d. None of the above

21. If an employee dies while in service, educational assistance for children shall be allowable till

- a. The end of the current academic session
- b. The completion of the schooling of the children
- c. The time the employee would have received had he not died
- d. None of the above

22. Handicapped employees are allowed Transport Allowance at

- a. The normal rate
- b. Double to normal rates
- c. Double the normal rates + Rs.1000
- d. Double the normal rates, subject to a minimum of Rs.2250 + DA thereon

23. In case a CGHS beneficiary is going abroad, he may be issued medicines for a period upto

- a. One month
- b. Two months
- c. Three months
- d. Six months

24. Every Government employee is required to submit an Annual Return of immovable properties in his own name/family member's name as on 31st December of the year, by

- a. 1st January next year
- b. 15th January next year
- c. 31st January next year
- d. 31st March next year

25. A Government employee is prohibited to give or take or abet to give or take dowry, or to demand dowry under rule _____ of CCS Conduct Rules

- a. Rule 13
- b. Rule 13A
- c. Rule 16
- d. Rule 17

26. An employee in Pay Level-8 shall have to contribute _____, as per CGHS norms.

- a. Rs.250
- b. Rs.450
- c. Rs.550
- d. Rs.650

27. The procedure to be followed in disciplinary proceedings instituted against a Government employee is regulated by

- a. CCS (Conduct) Rules
- b. CCS (CCA) Rules
- c. Manual of Office Procedure
- d. Code of Civil Procedure

28. Compassionate allowance to an employee dismissed or removed from service is allowable in terms of

- a. Rule 11 of CCS (CCA) Rules
- b. Rule 41 of CCS (Pension) Rules
- c. Rule 49 of CCS (Pension) Rules
- d. Rule69 of CCS (Pension) Rules

29. An inquiry in a complaint of sexual harassment should be completed within _____(i) _____ as far as practicable and in no case more than _____(ii)_____

- a. (i) One Month (ii) 90 days
- b. (i) 90 days (ii) 6 months
- c. (i) One month (ii) 60 days
- d. (i) 30 days (ii) 2 months

30. Rule 22 of the GFR deals with

- a. Delegation of Financial Powers
- b. Standards of Financial Propriety
- c. Expenditure from Public Funds
- d. Consultation with Financial Advisers

31. Surplus or obsolete or unserviceable goods should be disposed of by obtaining bids through advertised tender or public auction, if the assessed residual value of such goods exceeds

- a. Rs.1.00 Lakh
- b. Rs.1.50 Lakh
- c. Rs.2.00 Lakh
- d. Rs.2.50 Lakh

32. Autonomous organisations with a budgetary support of more than _____ are required to enter into a Memorandum of Understanding with the Administrative Ministry/Department spelling out the performance parameters.

- a. Rs.10 Crores
- b. Rs.5 Crores
- c. Rs.2 Crore
- d. Rs.1 Crore

33. A Utilisation Certificate of the grant-in-aid is to be submitted in

- a. Form GFR 11
- b. Form GFR 12.A
- c. Form GFR 12.B
- d. Form GFR 12.C

34. Earned Leave can be availed up to _____ days at a time.

- a. 3 months
- b. 4 months
- c. 6 months
- d. 10 months

35. Bid security of successful bidder should be returned

- a. On award of contract
- b. On receipt of performance security
- c. On submission of final bill
- d. None of the above

36. The amount of performance security should ordinarily range between

- a. 2% to 5% of the value of the contract
- b. 5% to 10% of the value of the contract
- c. 10% to 15% of the value of the contract
- d. 12 ½% to 20% of the value of the contract

37. Under the revised pay structure, the minimum basic pay and the maximum basic pay are :

- a. Rs.18,000 and Rs.2,25,000
- b. Rs.18,000 and Rs.2,50,000
- c. Rs.25,500 and Rs.2,25,000
- d. None of the above

38. Permission for voluntary retirement on notice of a Government employee under FR 56(k) cannot be withheld :

- a. If the employee is under suspension
- b. If charge sheet has been issued against the employee
- c. If judicial proceedings on charges of grave misconduct are pending against the employee
- d. On ground of exigencies of administration

39. TA, etc. on retirement can be availed by the employee :

- a. During leave preparatory to retirement
- b. Within one year of the date of retirement
- c. After one year of retirement in special circumstances
- d. All of the above

40. Family for the purpose of LTC includes

- a. Step-father
- b. Grand children
- c. Married brother
- d. Married sister

41. Commuted leave can be granted without medical certificate to a female employee on adoption of a child, for a period upto

- a. 60 days
- b. 90 days
- c. 120 days
- d. 180 days

42. How many times a Govt. servant is allowed to change his declared Home Town for the purpose of LTC ?

- a. Only once in entire service
- b. Twice in entire service
- c. Every 5 years
- d. Every 10 years

43. Total period of leave including extraordinary leave shall not exceed

- a. 3 years
- b. 4 years
- c. 5 years
- d. 6 years

44. Maternity leave is admissible to _____ female employees.

- a. Married
- b. Unmarried
- c. Divorced
- d. Both (a) and (b)

45. Child care leave is not admissible to an employee who is

- a. A married woman
- b. A female single parent
- c. A male single parent
- d. None of the above

46. A Government employee died while in service, leaving behind a family including following members eligible to receive leave encashment.

- | | | |
|----------------|-----------------------------|---------------------------|
| (1) Mother | (2) Father | (3) Widow |
| (4) Eldest Son | (5) Eldest married daughter | (6) Eldest widowed sister |

In what order of preference the payment of leave encashment shall be made to the family members.

- a. 1,2,3,6,5 and 4
- b. 3,4,2,1,5 and 6
- c. 1,2,3,4,5 and 6
- d. 3,6,2,1,5 and 4

47. Educational assistance is not admissible for the period the employee is

- a. On extraordinary leave
- b. On any leave other than extraordinary leave
- c. On days non
- d. Under suspension

48. During suspension HRA is allowed at the rate of

- a. Nil
- b. Rate that was drawn before suspension
- c. The specified percentage on the amount of subsistence allowance
- d. None of the above

49. The amount of Transport Allowance is determined on the basis of

- a. Pay Level
- b. Basic Pay
- c. Both (a) and (b)
- d. Basic Pay + DA

50. Account of Fixed Assets is required to be kept in

- a. Form GFR 18
- b. Form GFR 22
- c. Form GFR 23
- d. Form GFR 23

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