Q-1. (a) Differentiate Supplementary Estimate and Revised Estimate. (M-5)
(b) Define Imprest. What Is Financial Limit for grant of Imprest. (M-5)
(C) When recording of entries in Measurement Books can be dispensed with. (M-5)
(e) Differentiate Issue Rate and Market Rate. (M-5)
(f) What is the procedure of recording entries in Measurement Books.
(g) Differentiate between revised estimate and supplementary estimate.
(h) When recording of entries in Measurement Books can be dispensed with.
(i) Differentiate between issue rate and market rate.

Q-2. (a) What are pre requisite conditions for commencement of work. Can work be started in absence of sanctioned Estimate? Explain. (M-8)
(b) What Kind of aids can be permitted to contractors? Explain. (M-8)
(c) What accounting entries are passed for material dismantled from permanent Works. (M-4)
(d) What accounting entries are passed for material dismantled from permanent Works.
(e) What is the procedure of recording entries in Measurement Books.
(f) Differentiate between revised estimate and supplementary estimate.
(g) Differentiate between issue rate and market rate.
Q-3  (a) What is Journal Voucher (JV). What are the purposes of preparing Journal Voucher?  
(M-6)  
(b) Define Depreciation. Explain guidelines for charging Depreciation on assets.  
(M-10)  
(c) Define Proprietary items.  
(M-4)  
(d) What are the purposes of preparing Journal Voucher? 
(e) What is Journal Voucher (JV). What are the purposes of preparing Journal Voucher? 
(f) Define Depreciation. Explain guidelines for charging Depreciation on assets.  
(g) Define Proprietary items. 

Q-4  (a) What do you understand by stale cheques. How it is revalidated.  
(M-6)  
(b) Write short note on following in respect of writing Cash Book:-  
1. Correction of Errors  
2. Issue of fresh Cheque against old/lost cheque.  
(C) Write short note on Account Code 15.6 (Construction Facilities)  
(M-6)  
(d) What do you understand by stale cheques. How it is revalidated. 
(e) Write short note on following in respect of writing Cash Book:-  
1. Correction of Errors  
2. Issue of fresh Cheque against old/lost cheque.  
(C) Write short note on Account Code 15.6 (Construction Facilities)  
(M-6)  

Q-5  (a) How cost and revenue during Trial stage is treated.  
(M-10)  
(b) staff car of Xen, patiala was used by Xen, Jallandhar for official purpose. Xen Patiala raised IUT Bill amounting Rs.2500/- on account of Running Charges on Xen Jallandhar for issuance of u-cheque. Comment.  
(M-5)  
(c) In case of IWR is lost, from which record duplicate IWR can be prepared again. (M-5)  
(d) staff car of Xen, patiala was used by Xen, Jallandhar for official purpose. Xen Patiala raised IUT Bill amounting Rs.2500/- on account of Running Charges on Xen Jallandhar for issuance of u-cheque. Comment.  
(M-5)  
(e) In case of IWR is lost, from which record duplicate IWR can be prepared again. (M-5)  
(f) staff car of Xen, patiala was used by Xen, Jallandhar for official purpose. Xen Patiala raised IUT Bill amounting Rs.2500/- on account of Running Charges on Xen Jallandhar for issuance of u-cheque. Comment.  
(M-5)  
(g) In case of IWR is lost, from which record duplicate IWR can be prepared again. (M-5)
UDC (GENERAL) Session 6/2017 (To be Held in 11/2017)
PAPER-2

(Service Rules & Regulations)

Time Allowed: 3 Hours
Max. Marks: 100

NOTE:

i) Attempt all the questions and part of a question continuously at one place.
ii) Support your answer with relevant rules/Regulations.
iii) Rough work should be done on the space provided for in the answer sheet as page-2
iv) Missing data, if any, may be assumed but must be indicated specifically in the answer.

Q. 1
(a) Define the Punishment which shall not amount to a penalty under punishment and Appeal Regulation.
(b) What are the rules regarding the following employee conduct regulation 1971?
(c) Restriction regarding marriage
(d) Consumption of (intoxicating drinking and drugs.)

Q. 2
(a) State the Services which do not qualify for pension
(b) How is Death cum Retirement gratuity calculated.
(c) What are the guidelines regarding new pension scheme in PSPCL.
(d) Consumption of (intoxicating drinking and drugs)

Q. 3
Comment on the following:
A PSPCL employee applies for TA to join his first appointment.
A PSPCL employee applies for TA to attend the court case in which the PSPCL is a party
but PSPCL employee is summoned as witness not at the instance of the PSPCL.
A PSPCL employee claim Travelling allowance on Transfer by submitting false certificates and bogus receipts in respect of Transportation of luggage.

(8+6+6)
(5+5+10)
(5+5+5+5)
Q. 4
(a) Under what condition date of next increment does not change at the time of pay fixation on promotion and how is the pay fixed under such condition?
(b) A board employee apply for special leave of 21 days an account of reason of small pox. Comment.
(c) Differentiate between Earned Leave and Leave not due.
(d) Can a board employee be Transferred to Administration of Union Territory without his consent?
(e) The board member retirement on condition? 
(f) The member retirement on condition?
(g) Can a divorcee daughter be allowed family pension?

Q. 5
(a) One Annual increment was ordered to be stopped without future effect in respect of Mr. A working as RA Vide O/O No. 900 dt. 1.7.2011, two increment with future effect vide O/O no. 402 dt. 2.7.11, One increment without future effect vide O/O no. 300 dt. 26.5.14. He was drawing Rs. 23300/- (18600+4700)on dated 1.1.06 with DNI 1.12.2006. Fix his pay from time to time upto 31.12.2016 by showing the effect of punishment.
(b) Comment on the following:
(1) Mr X working as AAO is reappointed after superannuation on fixed salary. Before accepting his joining, Controlling officer ask him to produce medical fitness certificate. Can the fitness certificate be accepted after superannuation?
(2) Can a divorcee daughter be allowed family pension? 
Q. 1 a) Define 'Complaint' under consumer Protection Act.


Marks: 10+10=20

Q. 2 What is the procedure to get information under Right to Information Act.

Marks: 20

Q. 3 a) Describe the Monetary value of the following under Employee Provident fund Act:-

i) Wage ceiling for applicability of Act

ii) Minimum Monthly Pension payable to Employee.

Marks: 20


Marks: 8+6+6=20

Q. 5 a) Define 'Dependent' under workman compensation Act-1923.

b) General duties of the occupier under Factories Act 1948.

c) Facilities of Crèches to female workers under Factories Act 1948.

Marks: 10+5+5=20
Roll No. 14/12/017/150

Time allowed: Three Hours

Max. Marks 100

Departmental Accounts Examination
For M.E.
UDC (General)

SESSION 6/2017 (To be held in 11/2017)

Paper-4th
(Drafting and Computer Knowledge)

Note

❖ Attempt all the questions and part of a question must be attempted continuously at one place.

❖ Rough work should be done on the space provided for in the answer sheet at Page-2.

❖ Missing data, if any, may be assumed but must be indicated specifically in the answer.
Que. 1

A) Make a précis of following passage and give an appropriate title:

A life of action and danger moderates the dread of death. It not only gives us fortitude to bear pain, but teaches us at every step the precarious tenure on which we hold our present being. Sedentary and studious men are the most apprehensive on this score. Dr. Johnson was an instance in point. A few years seemed to him soon over, compared with those sweeping contemplations on time and infinity with which he had been used to pose himself. In the still life of a man of letters there was no obvious reason for a change. He might sit in an arm chair and pour out cups of tea to all eternity would it had been possible for him to do so. The most rational cure after all for the inordinate fear of death is to set a just value on life. If we mere wish to continue on the scene to indulge our head-strong humour and tormenting passions, we had better be gone at once; and if we only cherish a fondness for existence according to the good we desire from it, the pang we feel at parting which it will not be very server.

B) Questions from passage:
   I. What type of people are afraid of death and why?
   II. How can we get rid of the fear of death?
   III. What idea do you form about Dr. Johnson from this passage?

C) Explain the meanings of the words: Precarious Tenure, Inordinate fear

D) What is the easiest solution to reduce the file size in MS Excel?

Que. 2

A) Write a letter from AEE/DS to MC, Ludhiana, requesting them to immediately deposit pending electricity bills of PSPCL.

B) Write a letter from ASE/DS to all AEEs under its control, instructing them to properly account realisation in relevant account heads.

Que. 3

Do as directed:

A) Correct the following sentences/words:
   i. The boy look pail.
   ii. He went to london.
   iii. The children has finished there homework.
   iv. The movie was disinteresting.
   v. The man told to his wifi to look after there children.

B) Give meaning of idioms and make sentences:
   i. Whole bag of tricks
   ii. Fast track something
   iii. Get the show on the road
   iv. Keep your fingers on the pulse
   v. Mean business
C) Change the voice:
   i. They were interrogating him when I called.
   ii. She wasn't sure how long they'd been following her.
   iii. They will hang him at dawn.
   iv. They won't be questioning him when you get there.
   v. They will have repaired your car by 7pm.

D) Is memory card erasable? Mention the main specifications of a PC and write down any 5 basic hardware components of a computer, without which it cannot function.

Que. 4

A) Do all computers need an operating system?
B) Why are there so many versions of Windows?
C) What is the shortcut key for spelling and grammar check in MS Word?
D) What is water mark in word document?
E) To graphically represent the large financial data, excel is better or word tables? Give reasons.

Que. 5

A) Is any ERP model being implemented by PSPCL? If yes, name it and mention its main benefits. Mention ten running computer applications/software being used in PSPCL. Does PSPCL have any bill payment app?
B) You got a sealed box of a new PC in the office. Can you connect it at your own or would you require some expert for the same? What's flow of activities to connect the PC and make it function for you?
C) What is secondary storage device in computers? Name 6 such devices.