

INTEGRAL COACH FACTORY

Question Booklet for selection for the post of Assistant Personnel Officer -- Group B against 70% quota - Supplementary Examination.

Total marks: 150 Date of examination: 9th April, 2014
Duration of examination: 3 hours

Instructions to candidates

Please read and understand the instructions before start writing the answers:

- (a) No cell phone or electronics gadget is allowed in examination hall.
 - (b) Do not write your name or make any marks in the answer booklet disclosing your identity except in the prescribed part of the answer booklet. Violation of this instruction would result in summary cancellation of evaluation of the answer booklet.
 - (c) Marks for each question is indicated against the same.
 - (d) Answer to the questions to be written in the answer booklets supplied in the examination hall.
 - (e) There are eight questions of which candidates should answer **any five** of their choice. There are sub-sections in the questions and candidates are to write all the sections of the questions they select to write.
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Question No.1

- (a) Explain provisions under IREM for engaging Substitutes. What are different situations in Zonal Railways and Production Units when engagement of Substitutes takes place. State various legal issues with regard to engagement of Substitutes and their regularisation. **(15)**
- (b) Explain various methods by which Parliament exercises control over Railway Finances. **(10)**
- (c) Explain salient features of Rule 401 of Indian Railway Establishment Code, volume-I. **(5)**

Question No.2

- (a) An employee is empanelled for a Group-C post and refuses to carry out promotion after issue of orders. As per provisions of rule, how this case has to be dealt with duly quoting the relevant rules. **(5)**
- (b) What is the latest ruling for formation of Panel for a selection involving General Post and selection for a post within the cadre. **(5)**

- (c) Explain circumstances under which sealed cover procedure has to be adopted while finalising selection panel. What is the situation when persons in the sealed cover are to be promoted? **(5)**
- (d) Under ID Act, what are various levels of machinery and forums for settling an industrial dispute? **(5)**
- (e) Explain how pay of an employee is to be regulated while on suspension. **(5)**
- (f) Explain “LARGESESS” giving details of categories eligible, conditions to be satisfied before giving employment to wards under this scheme. **(5)**

Question No.3

- (a) Explain the rules and Railway Board orders for considering the cases of compassionate ground appointments in the following situations:
 - i. Widowed/married/divorced daughters and married sons
 - ii. Cases in which applications for CG appointments is received after 10 years from the date of death and 2 years after attaining majority.
 - iii. CG appointment for wards of medically decategorised employees who opt for VR**(15)**

- (b) Explain how holidays to be observed by staff of Railway Administrative Offices, open line units and workshops are determined in an year. Details of National Holidays, compulsory holidays and non-compulsory holidays are to be given. **(15)**

Question No.4

- (a)
 - i. Write the names of five states which come under C-Region for Raj Bhasha implementation as per Official Language Rules.
 - ii. What are the documents to be issued in bilingual form as per Section 3(3) of the Official Language Rules.
 - iii. When is Hindi Day celebrated?**(15)**

- (b) Explain briefly Rule 18 of Railway Services Conduct Rules 1966 with regard to responsibility cast on a ICF employee for acquiring/disposing movable, immovable and valuable properties. **(5)**

- (c) A Group-C ICF employee absented for 10 days and produces private medical certificate seeking commutation of leave.

Explain the provisions, circumstances and conditions as prescribed in para 521 of Indian Railway Establishment Code Vol-I for commutation of leave on production of medical certificate. As Personnel Officer dealing with the case, what all aspects have to be examined? **(10)**

Question No.5

- (a) Analyse critically the provisions 'Accidents arising out of and during the course of' employment as per provisions of Workmen Compensation Act, 1923. **(15)**
- (b) What are the vital functions of Accounts Department on Railways to ensure financial propriety? **(15)**

Question No.6

- (a) Explain the provisions of Revision under Railway Servants (Discipline and Appeal) Rules with specific emphasis on authorities who can exercise powers and time limit for enhancement and reduction of penalties. **(15)**
- (b) Explain the rules and provisions with regard to "Confirmation" and "Lien" prescribed in the relevant chapter of IREM Vol-I (Latest Edition). Rules also have to be quoted in the answer. **(15)**

Question No.7

- (a) Explain different kinds of Passes as per Railway Servants (Pass) Rules. **(5)**
- (b) Define "Attendant" and "Dependent Relative" in relation to Railway Servants as per Pass Rules. **(5)**
- (c) Explain the eligibility and authority to issue higher class passes to outstanding sports persons as per pass rules. **(5)**
- (d) What are the modes of recruitment of Officers in Indian Railways? Explain the procedure for filling up the promotional quota posts of Asst Personnel Officer in Integral Coach Factory. **(15)**

Question No.8

- (a) What are the modes of filling up erstwhile Group-D posts in Integral Coach Factory as per extant Railway Board instructions? **(15)**
- (b) Explain in brief Rule 3 of Railway Services Conduct Rules, 1966. **(5)**
- (c) Quote the rule under which a Railway servant can be dismissed from railway service as per Railway Servants Discipline and Appeal Rules. Explain the circumstances and procedure to be followed for invoking this rule. **(10)**

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