

PAPER-I (WORKS ACCOUNTS)

Time Allowed : 3 hours

Marks : 100

Books Allowed

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| i) Manual on Capital Expenditure & Fixed Assets. | ii) Meter Accounting Manual. |
| iii) Manual on Damaged T/Fs. | iv) IUT Manual. |
| v) Expense Accounting Manual. | vi) Cash and Bank Manual. |
| vii) Manual on CAS Basic Accounting Principles & Policies. | viii) Chart of Accounts. |
| xi) Purchase Regulations-1981. | x) Works Regulations-1997. |

NOTE:- Attempt all questions and part of a question must be attempted continuously at one place. Support your answer with relevant Rules & Regulations. Missing data, if any, may be assumed, but must be indicated specifically in the answer. Rough work should be done on the space provided for in the answer sheet at Page No.2

- Q.No.1 (a) What are the fundamental standards (canons) of Financial property ?
 (b) What is Secured Advance and under what circumstances and by whom it can be given.
 Marks 10+10 = 20
- Q.No.2 (a) What are the basic records for making payment to Labourers and contractors ?
 (b) When it is not necessary to record entries in M.B.
 Marks 12+8 = 20
- Q.No.3 (a) What are the circumstances under which tenders may be re-invited ?
 (b) What are the conditions under which tenders shall be rejected ?
 (c) Who is exempted from depositing of Earnest Money ?
 Marks 7+7+6 = 20
- Q.No.4 (a) What records are required to be maintained by Operation Sub Divn., when meters received from M.E.Division.
 (b) Procedure for disposal of cases relating to shortage/loss due to missing parts of Damage Transformers.
 Marks 8+12 = 20
- Q.No.5 (a) What is IUT Bill and U-Cheque Cash Book ?
 (b) What are fundamentals of Execution of works, what exceptions?
 (c) When it is not necessary to prepare the revised estimate .
 Marks 7+7+6 = 20

PAPER-II (SERVICE RULES & REGULATIONS)

Time Allowed : 3 hours

Marks : 100

Books Allowed

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| i) M.S.R. Vol.I (Part I & II) & Vol.III. | ii) C.S.R.Vol.II. |
| iii) PSEB P&A Regulation-1971. | iv) PSEB Provident Fund Regulation 1960. |
| v) PSEB Employees Conduct Regulations-1971. | vi) PSEB Delegation of Powers. |
| vii) Punjab Budget Manual. | |

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Q.No.1 (a) Define briefly the followings :-

- i) Proposition Statement.
- ii) Day.
- iii) Honorarium.
- iv) Fee.
- v) Substantive Pay.

(b) Distinguish between appropriation & re-appropriation.

Marks 15+5 = 20

Q.No.2 (a) Work out Pension, DCRG, Commutation & Family Pension from the following:-

D.O.B.	10.9.1952
Date of appointment	6.9.1968
Date of voluntary Retirement	31.12.1996
EOL	2 Months
Basic Pay as on 1.12.1996	14500/-
Average Emoluments	14000/-
ADA	@ 6% of B.P.

(b) Would there be any change in Pension, DCRG & Commutation had the employee been retired compulsory. Work out the same.

Marks 10+10 = 20

Q.No.3 (a) State the services on which earned leave is calculated .

- (b) What concessions are admissible to a Board Employee if he is re-called compulsory from leave. What would be difference if the recalling is optional. Marks 10+10 = 20
- Q.No.4 (a) What are the instructions for maintenance of Service Books ?
 (b) Under what situation the Joining Time can be extended ?
 (c) What recoveries can be made from the subsistence allowance. Marks 8+8+4 = 20
- Q.No.5 (a) Calculate T.A. of Sr.AO from following data:-

i.	2.8.09	Patiala 9.00 am	Chandigarh & back 5.00pm	Own car 160 Km.
ii.	3.8.09	Patiala 7.40 am	Delhi 12.30 pm	By Rail Fare Rs.172
	4.8.09 & 5.8.09	Stay at Delhi Guest House for Official work	Local Mileage 100 KM	
	6.8.09	Delhi 1.00 pm	Sonepat 3.00 pm	By bus (Rs.18) stay at Sonepat for private purpose 7 & 8.8.09 Gazetted' holidays.
	9.8.09	Sonepat 7.00am	Patiala 11.00 am	Fare Rs.72 by bus. Fare by bus from Delhi - Patiala Rs.80.
iii	12.8.09	Patiala 9.00 am	Sirhind & back 1.30pm	By bus fare Rs.32/- one side.
iv.	14.8.09	Patiala 7.40 am	Hyderabad on 16.8.09 at 11.00 am	By train fare Rs.1742/-
	17 & 18.8.09	Stay at Hyderabad for Training. Boarding & lodging provided by the organisers of the training.		
	19.8.09	Hyderabad 7.00 pm	Patiala on 21.8.09 at 11.00 am	By Rail

Note:- Missing data if any may be assumed.

- (b) A Board employee retired on 31.1.09 was paid his GPF balance on 31.8.09. Upto which date is he entitled for interest under GPF Regulations. Support your answer with Regulations. Marks 15+5 = 20

Books Allowed

- i) Sales Regulations & conditions of supply.
- ii) All commercial Tariff & PR Circulars issued up to date.
- iii) Commercial Accounting system Vol.V Manual of Material Accounting.
- iv) Sale of Power Manual including Computerized Billing.

NOTE:- Attempt all questions and part of a question must be attempted continuously at one place.
Support your answer with relevant Rules & Regulations.
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- Q.No.1 Comment upon for releasing the following electric connections:-
- i (a) Ram Singh, resident of Village Jainpur holds an agriculture land on Lease/Patta and wants to get a tube-well connection under General Category, but is unable to provide Fard of the land in his name.
 - (b) An industrial connection of 20 KW is required by a person in a village involving manufacturing process.
 - (c) Tilak Raj resident of Pathankot has two Acre land taken on lease from a village Ratangarh Panchayat falls 1.5 KM from boundary of the village & a second piece of land of one acre in his own name comes 3 KM from boundary of the District headquarter, intends to get a electric connection for a stone crusher.
- ii ACD/Security from Board employees ?
- Marks 5+5+5+5 = 20
- Q.No.2 (a) Describe the instructions concerning installation of shunt capacitors for Power Factor improvement ?
- (b)
 - i) A consumer having a load of 105KW, fails to deposit his electricity bill upto due date, what % of surcharge is levied on late payment of electricity bill upto 7 days after due date & after 7 days per annum ?
 - ii) Discuss load surcharge for unauthorized loads .

Marks 10+5+5 = 20

- Q.No.3 (a) What do you mean by ARR& TR ? Which organization of prepares revenue requirement of the Board ? Name the body, who does pass this requirement & fix the electricity rates every year ? Name the services for which the tariff is fixed by this body?
- (b) A restaurant of Mcdonald on G.T.Road having a connected load of 110 KW with 11KV supply voltage, installed their own metering equipment costing to Rs.15000/-
Prepare the energy bill of net and gross amount of the restaurant for the month Jan.2009 from, the following readings :-
- | | | | |
|-------------|------------------|---|--------|
| Readings :- | As on 31.01.2009 | : | 188910 |
| | As on 31.12.2008 | : | 164505 |
- The load of the restaurant was checked & found on 31.01.2009 as 160KW (missing data may be assumed).

Marks 5+15 = 20

- Q.No.4 (a) Differentiate between the "Material Estimate Control Register" for Capital Works & R&M Works ?
- (b) Discuss
- Accountal of Obsolete Materials.
 - Fixation & revision of Standard rates.

Marks10+5+5 = 20.

- Q.No.5 (a) What do know about 'Peak Load Hour Restrictions'? Why are these being imposed by the Board ?
- (b) Is there any penalty against non-compliance of 'Peak Load Hour Restrictions'? Can a consumer be exempted ? If so,how ?

Marks10+10 = 20

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Books Allowed

- i) Factories Act -1948.
- ii) Industrial Disputes Act-1947.
- iii) PSEB standing Orders applicable to Work Charged & Daily Wages Workers.
- iv) Employees State Insurance Act-1948.
- v) Work-men Compensation Act-1923.
- vi) The Electricity Supply Act-1948.
- vii) Air (Prevention & Control of Pollution) Act-1981.

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- Q.No.1 (a) What is the provision under Factory Act 1948 regarding the provision of cold drinking water during hot weather ?
- (b) In what circumstances a person of age about 16 years can be employed on dangerous machine.
 - (c) Explain the circumstances under which the safety officer is required to be appointed in the factory.
 - (d) Drinking water point is situated in the factory at a distance of 2 meters from the Urinal & Latrines, Please comment .
 - (e) Please classify which types of associations etc. can be contributed subscription by the board.

Marks 5x4= 20

- Q.No.2 (a) Explain the Areas in which the Board may engage other than production & Supply of electricity .
- (b) Write a note regarding restrictions on unbudgeted expenditure by the Board.
 - (c) Write a detailed note regarding the different classes of workers covered under the Standing Orders of PSEB.
 - (d) Write a note on the powers to sanction different kinds of leaves admissible to workers covered under Standing Orders of PSEB.

Marks 6+4+4+6 = 20

- Q.No.3 (a) Explain the qualification of the Presiding Officer of the Labour Court in the State of Punjab.
- (b) What are the restrictions on going on strike in Public Utilities Service ?

- (c) In what cases the workmen is not entitled to compensation in case of laid off.
- (d) What conditions are applicable regarding the retrenchment of worker having 5 year of service ?

Marks 4x5= 20

- Q.No.4
- (a) Define the terms insured person & insurable employment as per ESI Act 1948.
 - (b) Explain the duties of principal employer and immediate employer regarding payment of contribution under ESI Act 1948.
 - (c) Explain the benefit under ESI Act 1948, which cannot be combined for the same period.
 - (d) What are the conditions regarding the payment of "disablement benefit" ?

Marks 4x5= 20

- Q.No.5
- (a) Whether the compensation under workman Compensation Act can be paid directly to the beneficiary in the case of death of a workman ?
 - (b) How the amount of compensation will be calculated in case of :-
 - i) death resulting from injury ?
 - ii) temporary partial disablement resulting from injury ?
 - (c) Who is responsible for any offence regarding Air Pollution in Govt. Department ?
 - (d) Explain what condition has to be complied with by persons to whom consent has been granted by the State Pollution Control Board to establish or operate any Industrial Plant in an Air Pollution Control Area .

Marks 4+6+4+6 = 20
