

**[Written Test]  
UDC (DPC\_LDE)**

Marks: 70

Time: 90 min

Time of Examination: 10.00 – 11.30 hrs

Time to open the booklet: 09.50 hrs

Roll No.: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

**INSTRUCTIONS FOR THE CANDIDATES**

1.	<b>Please do not open (Break the seal) of the question booklet before time [i.e. 09:50 hrs]</b>
2.	An <b>OMR answer sheet</b> is being provided separately along with this question booklet. Please fill up all relevant entries in the spaces provided on the OMR answer sheet and put your signature in the box provided for this purpose.
3.	<b>There are 50 MCQ questions (Part A) and 2 subjective Type questions (Part B) in this booklet.</b> Against each question four alternative choices (A), (B), (C) and (D) are given, out of which only one is correct. Indicate your choice of answer by Darkening the suitable circle with <b>Black/Blue Ball Pen</b> in the OMR answer sheet supplied to you separately.
4.	Each MCQ question carries one mark. <b>There will be NO negative marking.</b>
5.	Read and follow the instructions given on the backside of the OMR answer sheet carefully.
6.	Do not write your name/Roll number or give any identification mark at any place on the OMR sheet.
7.	Do not talk to each other. Do not borrow anything from other candidates.
8.	Use of <b>CALCULATOR</b> and <b>MOBILE PHONE</b> is <b>NOT ALLOWED</b> .
9.	Any body found involved in malpractices, will be disqualified from appearing in the screening test.
10.	At the start of the examination, please ensure that all pages of your booklet are properly printed; your question booklet is not damaged in any manner and contains <b>50 MCQ questions (Part A) and 2 subjective Type questions (Part B)</b> . In case of any discrepancy, report to the invigilator immediately. No claim in this regard will be entertained at the later stage.

**[Signature of the Candidate]**

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For Rough Work

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## PART A: [UDC- Promotion] – MCQ

**Marks: 50**

**Time: 60 Minutes**

- Q.1** When is the International Yoga Day celebrated ?  
 (A) June 20 (C) June 21  
 (B) June 31 (D) June 11
- Q.2** Which defense institution has been recently honoured with the President's Colour?  
 (A) National Defense College (C) Counter Insurgency and Jungle Warfare School  
 (B) Indian Naval Academy (D) Officers Training Academy
- Q.3** \_\_\_\_\_ has been named PETA India's Person of the Year for 2019?  
 (A) Menka Gandhi (C) Virat Kolhi  
 (B) Amitabh Bachhan (D) Sachin Tendulkar
- Q.4** Where did the 1st ODI match was played in India?  
 (A) Ahmedabad (C) New Delhi  
 (B) Kolkata (D) Mumbai
- Q.5** Mahatma Gandhi laid down four preconditions for a Satyagrahi (Passive Resistor) to fulfill - namely :  
 (A) Observe perfect Chastity, Adopt Poverty, Follow truth and Cultivated Fearlessness (C) Observe perfect Chastity, Adopt Poverty, Follow truth and Cultivated Power  
 (B) Observe perfect Chastity, Gain Money, Follow truth and Cultivated Fearlessness (D) Observe perfect Chastity, Gain Money, Follow truth and Cultivated Power
- Q.6** Before sometimes, the monkey jumped . . . . . the river.  
 (A) on (C) near  
 (B) into (D) upon
- Q.7** . . . . . a telephone call, the driver turned up for extra duty.  
 (A) having got (C) having been got  
 (B) being got (D) had got
- Q.8** Kiran asked me, "Did you see the Cricket match on television last night?"  
 (A) Kiran asked me whether I saw the Cricket match on television the earlier night. (C) Kiran asked me did I see the Cricket match on television the last night  
 (B) Kiran asked me whether I had seen the Cricket match on television the earlier night. (D) Kiran asked me whether I had seen the Cricket match on television the last night.

- Q.9** Give the most appropriate meaning of the following Idiom/Phrase  
**"To make clean breast of"**
- (A) To gain prominence (C) To confess without of reserve  
 (B) To praise oneself (D) To destroy before it blooms
- Q.10** What is the appropriate synonym of the following?  
**Defer**
- (A) Indifferent (C) Differ  
 (B) Defy (D) Postpone
- Q.11** Float : Sink :: Boat : ?
- (A) Ship (C) War  
 (B) Submarine (D) Missile
- Q.12** Choose the word which is different from the rest
- (A) Nerves (C) Auricle  
 (B) Artery (D) Valve
- Q.13** Find the odd number from the given alternative
- (A) 5720 (C) 6710  
 (B) 2640 (D) 4270
- Q.14** Which word does not belong with the others
- (A) dodge (C) flee  
 (B) duck (D) avoid
- Q.15** Find out the wrong term: 125, 126, 124, 127, 123, 129
- (A) 126 (C) 123  
 (B) 124 (D) 129
- Q.16** Which one set of letters when sequentially placed at the gaps in the given letter series shall complete it ?  
 b \_ac \_ cc \_ cb \_ ab \_ ac
- (A) cbaba (C) abbbc  
 (B) bbaac (D) aabba
- Q.17** Arrange the words given below in a meaningful sequence.  
 1. Word  
 2. Paragraph  
 3. Sentence  
 4. Letters  
 5. Phrase
- (A) 4,1,5,2,3 (C) 4,2,5,1,3  
 (B) 4,1,3,5,2 (D) 4,1,5,3,2
- Q.18** In a code language 35796 is written as 44887. Find the code for 46823.
- (A) 55914 (C) 55934  
 (B) 57194 (D) 55745

**Q.19** Which word does not belong with the others

- |           |                |
|-----------|----------------|
| (A) inch  | (C) centimeter |
| (B) Ounce | (D) yard       |

**Q.20** **Statement:** Should workers be allowed to participate in the management of factories in India?

**Arg. I:** Yes, it is the present management theory.

**Arg. II:** No, many workers are illiterate and their contribution will not be of value.

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|--------------------------------|-----------------------------------|
| (A) only I is strong           | (C) both the arguments are strong |
| (B) only argument II is strong | (D) neither I nor II is strong    |

**Q.21** If  $3 \times 6 = 18$ ,  $5 \times 3 = 16$ ,  $8 \times 2 = 20$ . Find the value of  $4 \times 6 = ?$

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|--------|--------|
| (A) 12 | (C) 33 |
| (B) 13 | (D) 20 |

**Q.22** **Statement:** No new tax has been proposed in the budget of 2011-12. It is still a surplus budget.

**Conclusion I:** The budget of 2011-12 may be considered a good budget.

**Conclusion II:** 2011-12 budget is a surplus budget because no new tax has been proposed.

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|---------------------------------|------------------------------|
| (A) only conclusion I follows   | (C) both I and II follow     |
| (B) only conclusion II follows. | (D) neither I nor II follows |

**Q.23** Direction : To each of the following question four probable answers have been given. Select the most appropriate alternative as the answer.

**While going on a scooter, you find someone has been hurt by your vehicle, you would -**

- |   |   |
|---|---|
| (A) Try to run away from the spot immediately | (C) Take him to doctor and arrange for his medical aid        |
| (B) Stop your vehicle and say I am sorry      | (D) Pay compensation for the injury to dispose off the matter |

**Q.24** A is son of C while C and Q are the sisters to one another. Z is the mother of Q. If P is the son of Z, Which one of the following statements is correct ?

- |                                  |                           |
|----------------------------------|---------------------------|
| (A) Q is the grandfather of A    | (C) P is the cousin of A  |
| (B) P is the maternal uncle of A | (D) Z is the brother of C |

**Q.25** Erin is twelve years old. For three years, she has been asking her parents for a dog. Her parents have told her that they believe a dog would not be happy in an apartment, but they have given her permission to have a bird. Erin has not yet decided what kind of bird she would like to have.

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|--|--|
| (A) Erin's parents like birds better than they like dogs | (C) Erin and her parents live in an apartment. |
| (B) Erin does not like birds                             | (D) Erin and her parents would like to move.   |

- Q.26** Which protocol provides e-mail facility among different hosts?  
 (A) FTP (C) TELNET  
 (B) SMTP (D) None of these
- Q.27** Which of the following is not an operating system?  
 (A) DOS. (C) Windows.  
 (B) Linux (D) Oracle
- Q.28** Which enables us to send the same letter to different persons?  
 (A) Macros (C) Mail merge  
 (B) Template. (D) None of above
- Q.29** When all the numbers between 0 and 100 in a range should be displayed in Red Colour, apply  
 (A) Use =if() function to format the required numbers red (C) Select the cells that contain number between 0 and 100 then click Red color on Text Color tool  
 (B) Apply Conditional Formatting command on Format menu (D) All of above
- Q.30** Which of the following statements is not true?  
 (A) You can type text directly into a PowerPoint slide but typing in text box is more convenient. (C) You can view a PowerPoint presentation in Normal, Slide Sorter or Slide Show view.  
 (B) From Insert menu choose Picture and then File to insert your images into slides. (D) You can show or hide task pane from View >> Toolbars.
- Q.31** By selling a bicycle for Rs. 2,850, a shopkeeper gains 14%. If the profit is reduced to 8%, then the selling price will be:  
 (A) Rs. 2600 (C) Rs. 2800  
 (B) Rs. 2700 (D) Rs. 3000
- Q.32** The sum of ages of 5 children born at the intervals of 3 years each is 50 years. What is the age of the youngest child?  
 (A) 4 years (C) 10 years  
 (B) 8 years (D) None of these
- Q.33** Who is the present Finance minister of India  
 (A) Smt. Nirmala Sitaraman (C) Sh. Amit Shah  
 (B) Sh. S Jaishankar (D) Sh. Rajnath Singh
- Q.34** What is the MOTTO of SLIET?  
 (A) Satyameva Jayate (C) Shram Bina Na Kimapi Sadhyam  
 (B) Vidhya Param Bhushnam (D) Yog Karmeshu Koshalam
- Q.35** If one-third of one-fourth of a number is 15, then three-tenth of that number is:  
 (A) 35 (C) 45  
 (B) 36 (D) 54

- Q.36** For the purpose of calculation of earned leave, the credit for the half-year in which a Government servant is due to retire or resigns from the service shall be afforded only at the rate of ..... per completed calendar month up to the date of retirement or resignation
- (A) 2 days (C) 3 days  
(B) 2½ days (D) 3½ days
- Q.37** Which of the following statements about **HALF PAY LEAVE** is **INCORRECT**?
- (I) A Government servant who is eligible for Departmental leave under Rule 49, shall be entitled to half pay leave of twenty days on completion of twelve months of actual duty.  
(II) The leave under this rule can not be granted on medical certificate or on private affairs.  
(III) While affording credit of half pay leave, fraction of a day shall be rounded off to the nearest day  
(IV) When a Government servant is removed or dismissed from service, credit of half pay leave shall be allowed at the rate of 5/3 days per completed calendar month up to the end of the calendar month preceding the calendar month in which he is removed or dismissed from service
- (A) I (C) III  
(B) II (D) IV
- Q.38** Which of the following statements about **LEAVE SALARY** is **INCORRECT**?
- (I) A Government servant on extraordinary leave is not entitled to any leave salary  
(II) In the case of a Government servant who is granted leave earned by him during the period of re-employment, the leave salary shall be based on the pay drawn by him exclusive of the pension and pension equivalent of other retirement benefits.  
(III) The leave salary payable under CCS rules shall be drawn in rupees or pounds or dollars in India.  
(IV) A Government servant, including a Government servant on foreign service, proceeding on leave for a period not less than thirty days may be allowed an advance in lieu of leave salary up to a month's pay and allowances admissible on that leave salary subject to deductions on account of Income Tax, Provident Fund, House Rent, Recovery of Advances etc.
- (A) I (C) III  
(B) II (D) IV
- Q.39** Where a Government servant who has been granted commuted leave resigns from service or at his request permitted to retire voluntarily without returning to duty, the commuted leave shall be treated as .....
- (A) Half pay leave (C) Without pay leave  
(B) Full pay leave (D) Extraordinary leave
- 40** if the Medical Authority is unable to say with certainty that the Government servant will never again be fit for service, leave not exceeding ..... **months** in all may be granted and such leave shall not be extended without further reference to a Medical Authority

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|-------|--------|
| (A) 6 | (C) 12 |
| (B) 9 | (D) 18 |

**Q.41** Who manages and maintains the GeM platform?

- |             |                                  |
|-------------|----------------------------------|
| (A) GeM-SPV | (C) Ministry of Consumer Affairs |
| (B) DGS&D   | (D) None of these                |

**Q.42** Which of the following about GeM is INCORRECT?

- (I) Aadhaar shall be used as the primary user identification proof.
- (II) The three buying modes on GeM are Direct Purchase, Direct Purchase with L1 and e-bid/RA.
- (III) The E-bid/Reverse Auction mode shall allow buyers to conduct an electronic bid for the goods and services on the platform.
- (IV) The GeM platform do not allow the buyers to have many carts simultaneously

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|--------|---------|
| (A) I  | (C) III |
| (B) II | (D) IV  |

**Q.43** Bid Security (EMD) should range between ..... of the estimated value of goods to be procured (Rule 170)

- |           |          |
|-----------|----------|
| (A) 2-3 % | (C) 2-5% |
| (B) 5-10% | (D) 4-8% |

**Q.44** L1 purchase (by way of comparison between at least 3 OEMs/service providers) enables direct purchase for orders value between

- |                      |                        |
|----------------------|------------------------|
| (A) Rs. 15000-25000  | (C) Rs. 25000 - 250000 |
| (B) Rs. 25000-500000 | (D) Rs. 15000 - 100000 |

**Q.45** Which of the following is not a major penalty under CCS rules?

- |                                  |                            |
|----------------------------------|----------------------------|
| (A) compulsory retirement;       | (C) removal from service   |
| (B) withholding of his promotion | (D) dismissal from service |

**Q.46** CCS conduct Rules not apply to

- (A) A member of All India Service
- (B) A holder of any post in respect of which the president has, by a general or special order
- (C) A Railway servant as defined in Section 3 of the Indian Railways act 1890
- (D) All the above

**Q.47** Prohibition of sexual harassment of working women defined in \_\_\_of CCS Conduct rules

- |             |             |
|-------------|-------------|
| (A) Sec 3-A | (C) Sec 3-C |
| (B) Sec 3-B | (D) Sec 3-D |



**Q.48** Rule 10 of CCS Conduct rules does not apply to:-

- |   |   |
|---|---|
| (A) Evidence given at an enquiry before an authority appointed by the Govt, Parliament or a State Legislature | (C) Evidence given at any departmental enquiry ordered by authorities subordinate to the government |
| (B) Evidence given in any judicial enquiry  | (D) All the above   |

**Q.49** The case of suspension of an employee must be reviewed before ..... days from the effective date of suspension

- |        |         |
|--------|---------|
| (A) 30 | (C) 90  |
| (B) 60 | (D) 120 |

**Q.50** A charge sheet for imposing a minor penalty is issued under Rule ---- of CCS(CCA) Rules

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|--------|--------|
| (A) 11 | (C) 16 |
| (B) 14 | (D) 20 |

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## PART B

**Marks: 20**

**Time: 30 Minutes**

**Q1:** Write a note for installation of Bio-metric system for attendance of the staff clearly indicating the drawbacks of the present system of manual attendance and advantages of the modern bio-metric attendance system.

**or**

Write a note for replacement of bulbs/CFL's/LED lights on the roads clearly indicating the number of such replaceable items with justification and approximate cost for administrative and budgetary approval of the competent authority.

**(10 marks)**

**Q2:** Write a letter to the Deputy Commissioner, Sangrur to shift the Blue Bulls (Neel gai) from SLIET, Longowal.

**or**

Write a warning letter to an employee who is habitual of coming late to the office and wasting time during office hours.

**(10 marks)**

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For Rough Work

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