

TO-II

**DEPARTMENTAL EXAMINATION**

**NOVEMBER 2017**

**DEPARTMENTAL TEST FOR TECHNICAL OFFICERS - SECOND PAPER**

**ANSWERS KEY**

1

- I) D
- II) A
- III) D
- IV) C
- V) C
- VI) D
- VII) D
- VIII) A
- IX) D
- X) C
- XI) D
- XII) B
- XIII) B
- XIV) B
- XV) D
- XVI) A
- XVII) C
- XVIII) A
- XIX) D
- XX) D

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ANSWERS KEY

2.

- i) A) 61.730
- ii) ~~B)~~ Nil
- iii) C) Sale of Land
- iv) B) Determination of Tariff
- v) D) 7 days
- vi) B) Belated Payment Surcharge
- vii) A) 28 %
- viii) B) 15 days
- ix) A) 5 years of such entry into service
- x) C) 10 days
- xi) C) 20 %
- xii) D) Additional Current Consumption Deposit
- xiii) A) 39
- xiv) B) Rental income from Contractors
- xv) B) Power Purchase bills
- xvi) A) Postage stamps in hand
- xvii) D) more than 5 years
- xviii) D) Nil
- xix) C) Depreciation provision
- xx) C) II A

3.

a) Invalid pension: 1) A government servant who is declared by the appropriate medical authority to be permanently incapacitated for further service in accordance with the instructions on the subject, may be granted invalid pension.

*Explanation.* – For the purpose of this rule –

(a) If the officer submitting the application for invalidation is in India, then the examining medical authority shall be –

(i) A Medical Board in the case of all <sup>1</sup>[self drawing Government servants] and those <sup>1</sup>[non-self drawing Government servants] whose pay as defined in rule 9 (21) of the Fundamental Rules exceeds <sup>2</sup>[Rs.2500/-] and above.

(ii) (a) Civil Surgeon or a District Medical Officer or a Medical Officer of equivalent status in other cases.

(b) If the officer submitting the application is on leave elsewhere than in India, then the examination shall be arranged through the Indian Missions abroad by a Medical Board consisting of a Physician, a Surgeon and an Ophthalmologist, each of them having the status of a consultant. A lady doctor shall be included as a member of the Medical Board wherever a women candidate is to be examined.

If any doubt arises regarding the validity of a certificate (as in Form 23) by the Medical Board arranged by the India Mission abroad, the Audit Officer must not of his own motion reject the certificate as invalid but must submit the matter for the decision of Government.

NOTE 1:- Honorary Surgeons and Physicians may issue certificates (as in Form 24) invaliding for further service to Government servants who are patients in their wards on receipt of a requisition from the heads of offices or departments to which the Government servant belong. Such invaliding certificates issued in Madras City should be countersigned



by the Director of Medical Education. The countersignature of the Director of Medical Education in the invalid certificate of an officer serving in the mofussil is not necessary.

NOTE 2:- In cases where the disease from which an applicant is suffering is curable by an operation, but this, he refuses to undergo and is therefore invalidated. In these cases, no pension or gratuity is admissible. Each case of invalidation on account of a curable disease should be decided on merits. The Accountant General should forward such cases for the orders of Government.

NOTE. 3:- Government may dispense with a medical certificate of incapacity for further service in a case of gratuity and sanction the application.

NOTE 4:- An officer discharged on other grounds has no claims under this Rule even though he can produce medical evidence of incapacity for service.

NOTE 5:- The system of taking finger prints by Medical Officers on the medical certificates in the case of invalid pension and commutation of pension should remain in force.

NOTE 6:- An Officer who has submitted a medical certificate of incapacity for further service shall, if he is on duty be invalidated from service from the date of relief of his duties, which should be arranged without delay on receipt of the medical certificate, or if he is on leave, on the expiry of such leave. If he is on leave at the time of submission of the medical certificate, he shall be invalidated from service on the expiry of that leave or extension of leave, if any granted to him under S.R. 24 under Rule 74 (a) contained in Annexure II, Part I of the Fundamental Rules.

NOTE 7:- All [non-self drawing Government servants] as to whose fitness for further service there may be doubt, should unless they happen to be absent in other districts, on long leave, be sent for examination before the District Medical Officer of the district in which they are serving, where a Government servant's jurisdiction falls within more than one Revenue district as may be departmentally convenient. If, in special cases, he may be required to appear before the District Medical Officer of such district as may be departmentally convenient. If, in special cases, this procedure has necessarily to be departed from, the reasons therefore should be recorded in writing and communicated to the commissioned Medical Officer, who is asked to examine the applicant.

NOTE 8:- Invalidating medical certificates under this rule should be given by Medical Officer registered under Medical Registration Act 1914, and if any doubt arises in a particular case, it should be referred to the Director of Medical Education for decision or counter signature.

NOTE 9:- The Director, Central Leprosy, Teaching and Research Institute, Taramani is deemed to be a Civil Surgeon for the purpose of granting invalidating certificates to Government servants under his treatment for leprosy. The Medical certificate in these cases should also be countersigned by the Director of Medical Education.



**NOTE 10:-** All cases in which it is certified that the incapacity for service is due to irregular or intemperate habits, should be submitted to Government for orders through the proper channel, together with the opinion of the Director of Medical Education.

**NOTE 11:-** In the case of <sup>1</sup>[non-self-drawing mofussil police officers] residing in Chennai during their period of leave, the certificate of unfitness for further service should be granted by the police Surgeon.

(2) Where the medical authority referred to in sub-rule (1) has declared Government servant fit for further service of less laborious character than that which he has been doing, he may, if possible, be employed on lower pay and if there be no means of employing him even on a lower pay he may be admitted to pension.

(3) (a) If the incapacity is directly due to the irregular or intemperate habits of a Government servant, no pension may be granted.

(b) If the incapacity has not been accelerated or aggravated by them, it should be for the pension sanctioning authority to decide what reduction should be made on this account.

b) Third party information:

i) Where a Central Public Information Officer or a State Public Information Officer, as the case may be, intends to disclose any information or record, or part thereof on a request made under this Act, which relates to or has been supplied by a third party and has been treated as confidential by that third party, the Central Public Information Officer or State Public Information Officer, as the case may be, shall, within five days from the receipt of the request, give a written notice to such third party of the request and of the fact that the Central Public Information Officer or State Public Information Officer, as the case may be, intends to disclose the information or record, or part thereof, and invite the third party to make a submission in writing or orally, regarding whether the information should be disclosed, and such submission of the third party shall be kept in view while taking a decision about disclosure of information.

Provided that except in the case of trade or commercial secrets protected by law, disclosure may be allowed if the public interest in disclosure outweighs in importance any possible harm or injury to the interests of such third party.

ii) Where a notice is served by the Central Public Information Officer or State Public Information Officer, as the case may be, under sub-section (/) to a third party in respect of any information or record or part thereof, the third party shall, within ten days from the date of receipt of such notice, be given the opportunity to make representation against the proposed disclosure.

iii) Notwithstanding anything contained in section 7, the Central Public Information Officer or State Public Information Officer, as the case may be, shall within forty days after receipt of the request under section b, if the third party has been given an opportunity to make representation under sub-section (2), make a decision as to whether or not to disclose the information or record or part thereof and give in writing the notice of his decision to the third

iv) A notice given under sub-section (3) shall include a statement that the third party to whom the notice is given is entitled to prefer an appeal under section 19 against the decision.

4.

a) Commissioning of Transmission lines and Sub stations and capitalization of its expenditure :

On commissioning of a transmission lines, all the assets which are put to use shall be capitalised and the total cost of such assets shall be capitalised and the total cost of such assets shall be transferred from capital work in progress accounts Fixed asset accounts. All expenses incurred before commissioning of transmission lines and substations shall be included in the cost of assets.

Following costs incurred and revenue earned (from sale of power generated) at trial stage shall be treated as capital:

- i) Full period of trial stage or the period of three months from the commencement of trial stage shall be capitalised.
- ii) Trial stage costs incurred during this period.
- iii) Revenue earned from the sale of power generated shall be treated as reduction in capital.

- Regulation No. 2.55,2.56 of Electricity (Supply) Annual Accounts Rule,1985.

b) Gain or loss on sale of Assets:

Gain or loss arising on sale of capital assets shall be treated as a revenue item. The gain shall be credited to Revenue account for the year in which the assets is sold and the loss on sale of a capital asset shall be debited to the Revenue account for the year in which the asset is sold.

The gain on sale of assets shall be treated as a Revenue item only to the extent of total depreciation charged on the sold asset . Gain if any in excess of the



accumulated depreciation charged by the board on the sold asset shall be treated as capital gain and credited Capital Reserve.

For the purpose of computing gain or loss on sale of an asset also the contributions , grants and subsidies towards cost of any capital assets sold shall not be reduced from the cost of the assets sold.

Page 143 ; Regulation No. 2.77,2.78, 2.79 of Electricity (Supply) Annual Accounts Rule,1985.

c) Capital Work in Progress:

In the five digit code of Capital Work in Progress account, first two digits are Group Code namely 14, the next two digits are Project Code assigned for each piece of capital job. The last digit is Asset Identification Code. The Asset Identification Code is as follows:

- 1.Land
2. Buildings
- 3.Hydraulic Works
4. Other civil works
5. Plant & Machinery
- 6.Lines, Cables Network
7. Vehicles
- 8.Furnitures & Fittings
9. Office Equipment

- Electricity (Supply) Annual Accounts Rules 1985.

d) Electricity Duty (E.Tax):

Electricity duty recovered from consumers and forwarded to the Government is neither a cost nor an income to the Board. It should thus be kept out the Revenue account altogether. The point of time the liability to Electricity duty to the Government arises would differ state to state – it may arise either on assessment or on collection. In order to reflect the liability truly in either case, the amount of duty assessed but not collected from the consumers and the amount of duty collected from consumers and the amount of duty collected from consumers but not yet remitted the Government shall be shown separately in the account.

- Regulation No. 2.129 of Electricity (Supply) Annual Accounts Rule,1985.

5.

a) The 'family' in relation to a Board employee in the context of as per Rule 45 (5) of Tamil Nadu Pension Rules means

- i) Wife or wives including judicially separated wife or wives in the case of a male Board employee.
- ii) Husband, including judicially separated husband in the case of a female Board employee.
- iii) Sons including step sons , adopted sons and sons born through illegitimate wife.
- iv) Unmarried daughters including step daughters, adopted daughters and unmarried daughters born through illegitimate wife.
- v) Widowed daughters including step daughters, adopted daughters and widowed daughters born through illegitimate wife.
- vi) Father including adoptive parents in the case of individuals whose personal law permits adoption.
- vii) Mother including adoptive parents in the case of individuals whose personal law permits adoption.
- viii) Brothers below the age of eighteen years including step brothers.
- ix) Unmarried sisters and widowed sisters including step sisters.
- x) Married daughters and
- xi) Children of pre-deceased son.

-Sub rule(5) of Rule 45 of Tamil Nadu Pension Rules,1978.

b) Criticism of Board:

1) No employee shall be any utterance, writing or discuss or criticize in public or at any meeting of any association or body , any policy pursued or action taken by the Board or a State or the Central Government nor shall he in any manner participate in any such discussion or criticism.

2) No employee shall in any radio broadcast or in any document published anonymously or his own name or in the name of any other person or in any communication to the press or in any public utterance, make any statement of fact or opinion

- which has the effect of any adverse criticism of any current or recent policy or action of the Board, the Government of any State, the Central Government or any foreign state or

Which is capable of embarrassing the relations between the Board, the Government of any State, the Central Government or any foreign state.

Provided that nothing in this regulation shall apply to any statement made or views expressed by an employee in his official capacity or in the due performance of the duties assigned to him.

No Board employee shall involve himself in any act involving moral turpitude on his part including any unlawful act which may bring discredit to the Board or the Government.



3) An employee shall not except in the discharge of his official duties preside over or take part in the organisation of or occupy a prominent position at or address any non official meeting or conference at which it is likely that speeches may be made or resolutions may be proposed or passed criticizing the action of the Board or a State government or the Central Government or requesting the Board to take certain action etc.

4) Nothing contained in this regulation shall be deemed to prohibit any employee from participating in discussions at any private meeting solely of employees of the Board or of any recognized association of such employees on matters which affect their personal interest individually or generally.

Provided that nothing contained in this sub regulation shall be construed to limit or abridge the powers of the Board to require any employee to publish and explain any policy or action of the Board in such manner as may appear to it to be expedient or necessary.

5) An employee who intends to publish any document or to make any communication to the press or to deliver any public utterance containing statements in respect of which any doubt as to the application of the restrictions imposed by this regulation may arise shall submit to the Board a copy of draft of the document which he intends to publish or of the utterance which he intends to deliver, and shall thereafter act in accordance with such orders as may be passed by the Board.

6) This regulation shall apply to the Legal Advisor to the Board and to other part time employees also.

-Regulation (18) of TNEB Conduct Regulations

6.

a)

(1) No employee shall be a member of or be otherwise associated with, any political party or any organisation which takes part in politics nor shall he take part in, subscribe in aid of or assist in any other manner any political movement or activity.

(2) It shall be the duty of every employee to endeavour to prevent any member of his family taking part in, subscribing in aid, of or assisting in any other manner any movement or activity which is, or tends directly or indirectly to be, subversive of the Government as by law established, any where an employee is unable to prevent a member of his family from taking part in, or subscribing in aid of, or assisting in any other manner, any such movement or activity, he shall make a report to that effect to the Board or to the officer to whom he is subordinate.

(3) If any question arises whether any movement or activity falls within the scope of this regulation, the decision of the Board thereon shall be final.

(4) No employee shall canvass or otherwise interfere or use his influence in connection with, or take part in an election to any legislature or local authority.

Provided that -

(i) an employee qualified to vote at such election may exercise his right to vote but where he does so, he shall give no indication of the manner in which he proposes to vote or has voted;

(ii) an employee shall not be deemed to have contravened the provisions of this regulation by reason only that he assists in the conduct of an election in the due performance of a duty imposed on him by or under any law for the time being in force.

**Explanation : 1.** Nothing contained in this sub-regulation shall be deemed to prohibit the wife of an employee or any other member of his family living with, or in any way dependent on him from standing for election to any legislature or to any local authority and from canvassing for other candidates.

**Explanation: 2.** The display by an employee on his person, vehicle or residence of any electoral symbol shall amount to using his influence in connection with an election within the meaning of this sub-regulation.

(5) Seditious propaganda or the expression of disloyal sentiments by an employee shall be regarded as sufficient ground for dispensing with his services. In the case of such conduct by a pensioner, the Board reserves to itself the right of withholding or withdrawing a pension or any part of it.

(6) An employee proposing or seconding the nomination of a candidate at an election or acting as a polling agent shall be deemed to have committed a breach of this regulation.

(7) This regulation shall apply to the part-time employees also of the Board other than the Legal Adviser to the Board.

-Page 22 ;Regulation 20of TNEB conduct regulations rules

b) Contribution Pension Scheme 2003 :

In the G.O. Ms No. 259/06.08.2003, the Government of Tamil Nadu had introduced a new contributory pension scheme to the Government employees who are newly recruited on or after 01.04.2003.

Accordingly, it is mandatory for all the new employees of TNEB who are newly recruited on or after 01.04.2003 to become members of the scheme vide B.P. (Ch). No. 264/Dt 03.12.2003.

Each employee will pay a monthly contribution of 10% of basic pay and dearness allowance from his salary to the scheme. A matching contribution will be made by TANGECO Ltd(TNEB) for each employee. Existing GPF scheme will not be applicable to the newly recruited employees who are covered under CPS. Chief Internal Audit Officer has to allot the index numbers for such employees within a month from the date of this order. This index number allotted should be entered in the first page of the service register with necessary attestation.

Only on assigning the index numbers by the Chief Internal Audit Officer for the above scheme, recovery from pay bills shall be made by the pay drawing /disbursing officer. Nomination has to be filed at the time of admission by each employee and revised upon marriage of the subscriber and thereafter once in five years.

The reason for non recovery from a particular employee in any month should be furnished by the drawing /disbursing officers concerned in the recovery schedule without fail.



The total amount of Board's and employee's contribution for each month has to be promoted to transferred to Pension Fund Regulatory and Development Authority or any agency authorized by Pension Fund Regulatory and Development Authority for this purpose on monthly basis.

7)a) Procedures to be followed before awarding a punishment:

The following procedure shall be followed before awarding a punishment to any workman.

(i) The Board shall specify from time to time the authorities that are competent to impose the various punishments under the Standing Order, provided that only the appointing authority can impose punishments listed out in Standing Orders 20 (I), (vi), (viii), (ix), and (x).

(ii) Any higher authority than the one specified by the Board may impose any of the punishments that the higher authority is competent to impose.

(iii) If in case a higher authority has imposed any punishment or has declined to impose any punishment, it shall act as a bar on the lower authority initiating a fresh disciplinary proceedings for the same misconduct.

(iv) No punishment shall be imposed unless the workman is informed in writing of the alleged misconduct.

(v) The workman shall be given reasonable time to file a written statement to the charge/charges which charge notice shall contain the allegations based on which the charge/charges have been framed.

(vi) when the charge has not been admitted, an enquiry shall be conducted.

(vii) while conducting an enquiry the following procedure shall be followed.

(a) The workman shall be given a reasonable notice of the date and venue of the enquiry.

(b) The oral statement of the workman, if any, at the time of enquiry shall be reduced to writing.

(c) The witnesses to prove the misconduct(s) shall be examined in the presence of the workman and the workman shall be given an opportunity to cross-examine the witnesses.

(d) The workman shall be given a reasonable opportunity to peruse the relevant records and copy down the minutes of the enquiry.

(e) The workman shall be given a reasonable opportunity to defend himself and to examine witnesses, if any, on his behalf. In defending himself, the workman if he so

Desires shall be assisted by a representative of a trade union to which he belongs who shall normally be a workman of TNEB. In special cases, the representative of the said union who is not a workman of TNEB will assist a workman with the permission of the enquiry officer.

f) The report of the Enquiry officer, when the enquiry officer is different from the punishing authority shall be furnished to the workman.

g) In awarding punishment, punishing authority shall take into account the gravity of the misconduct, the previous record of the workman and of any other extenuating or aggravating circumstances that may exist.

h) A copy of the final orders in a disciplinary case shall be supplied to the workman. If the order passed is applicable it should be indicated in the order as to the authority to whom the appeal shall lie and the time within which such an appeal shall be filed. The appellate authority may



condone delays if any in preferring the appeal after satisfying himself that reasons for the delay are genuine.

- Extracts from the Standing orders in respect of workmen other than those engaged in Clerical Works.

B) Penalties:

Where the Central Information Commission or the State Information Commission, as the case may be, at the time of deciding any complaint or appeal is of the opinion that the Central Public Information Officer or the State Public Information Officer, as the case may be, has, without any reasonable cause, refused to receive an application for information or has not furnished information within the time specified under sub-section (/) of section 7 or malafidely denied the request for information or knowingly given incorrect, incomplete or misleading intimation or destroyed intimation which was the subject of the request or obstructed in any manner in furnishing the information, it shall impose a penalty of two hundred and fifty rupees each day till application is received or information is furnished, so however, the total amount of such penalty shall not exceed twenty-five thousand rupees.

Provided that the Central Public Information Officer or the State Public Information Officer, as the case may be, shall be given a reasonable opportunity of being heard before any penalty is imposed on him.

Provided further that the burden of proving that *he* acted reasonably and diligently shall be on the Central Public Information Officer or the State Public Information Officer, as the case may be.

Where the Central Information Commission or the State Information Commission, as the case may be, at the time of deciding any complaint or appeal is of the opinion that the Central Public Information Officer or the State Public Information Officer, as the case may be, has, without any reasonable cause and persistently, failed to receive an application for information or has not furnished information within the time specified under sub-section (/) of section 7 or malafidely denied the request for information or knowingly given incorrect, incomplete or misleading information or destroyed information which was the subject of the request or obstructed in any manner in furnishing the information, it shall recommend for disciplinary action against the Central Public Information Officer or the State Public Information Officer, as the case may be, under the service rules applicable to him.

- Regulation 20 of Right to Information Act, 2005

ii) Service of Notice :

Every order, notice and other process made or issued under the TNEB Discipline & Appeal Regulations Rules, 1983 shall be served in person to the Board

employee concerned or sent to him by registered post with acknowledgement due or if such person is not found by leaving it at his last known place of residence or by giving or tendering it to an adult member of his family or if none of the means aforesaid is available by affixing it in some conspicuous part of his last known place of residence.

-Regulation 10C of TNEB employees Discipline & Appeal Regulations 1983.

8.a)

**(2) Framing of Charges**

This is the most crucial stage in the entire proceedings because the success of any disciplinary case depends primarily on the soundness of the charges. The charges are in turn, based on imputations so that if the imputations or allegations are found solidly on unshakable evidence, the chances of successful conclusion of the proceedings are greatly enhanced. The Courts of Law have repeatedly held that mere suspicion can never take the place of proof and evidence and it is pointless to serve a charge sheet which is not based on clear-cut evidence. The sole purpose of framing a charge is that the employee should be made to understand the charge alleged against him.

(3) A charge is the formally drawn up accusation against a Board employee. It may be described as the prima-facie proven essence of the allegations levelled against him. Generally, charges are framed in certain broad categories such as carelessness and negligence in the performance of official duties, laxity of control and supervision over the staff, causing financial losses and unnecessary expenditure to the Board, accepting sub-standard work, execution of work below specifications or without proper sanction, false measurement of work executed and improper maintenance of accounts, falsification and fabrication of records, official misconduct, corrupt practices and actions involving moral turpitude.

The articles of charge should be framed with great care. The following guidelines will be of help :—

- (a) The particulars regarding date and time are important requirements of a properly framed charge-sheet;
- (b) Each charge should be expressed in clear and precise terms and it should not be vague;
- (c) A separate charge should be framed in respect of each separate allegation;
- (d) Multiplication or splitting up of charges on the basis of the same allegation should be avoided;



b)

i) Vindication of acts and character of employees:

No employee shall, except with the previous sanction of the Board, have recourse to any court or to the press for the vindication of any official act which has been the subject matter of adverse criticism, or any attack of a defamatory character.

Explanation: Nothing in this regulation shall be deemed to prohibit an employee from vindicating his private character or any act done by him in his private capacity.

**Note:-** No employee shall, except with the previous sanction of the Board, accept from any person or body of persons compensation of any kind for any malicious prosecution brought against him or for any defamatory attack made on his public acts or character, unless such compensation has been awarded by a competent court.

- Page 23 - Regulation 21 of TNEB Employees Conduct Regulations

ii) Constitution of Central Information Commission:

1) The Central Government shall, by notification in the Official Gazette to constitute a body to be known as the Central Information Commission to exercise the powers conferred on, and to perform the functions assigned to, it under this Act.

2) The Central Information Commission shall consist of —  
(a) the Chief Information Commissioner; and  
(b) such number of Central Information Commissioners, not exceeding ten, as may be deemed necessary.

3) The Chief Information Commissioner and Information Commissioners shall be appointed by the President on the recommendation of a committee consisting of  
(i) the Prime Minister, who shall be the Chairperson of the committee;  
(ii) the Leader of Opposition in the Lok Sabha; and  
(iii) a Union Cabinet Minister to be nominated by the Prime Minister.

Explanation.— For the purposes of removal of doubts, it is hereby declared that where the Leader of Opposition in the House of the People has not been recognised as such, the Leader of the single largest group in opposition of the Government in the House of the People shall be deemed to be the Leader of Opposition.

4) The general superintendence, direction *and* management of the affairs of the Central Information Commission shall vest in the Chief Information Commissioner who shall be assisted by the Information Commissioners and may exercise all such powers and do all such acts and things which may be exercised or done by the Central Information Commission autonomously without being subjected to directions by any other authority under this Act.

5) The Chief Information Commissioner and Information Commissioners shall be persons of eminence in public life with wide knowledge and experience in law, science and technology, social service, management, journalism, mass media or administration and governance.



6) The Chief Information Commissioner or an Information Commissioner shall not be a Member of Parliament or Member of the Legislature of any State or Union territory, as the case may be, or hold any other office of profit or connected with any political party or carrying on any business or pursuing any profession.

7) The headquarters of the Central Information Commission shall be at Delhi and the Central Information Commission may, with the previous approval of the Central Government, establish offices at other places in India.

- Chapter III, Section 12 of Right to Information Act,2005.

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