

Key Answer

Answer to Q.No.1

- | | |
|--------|--------------------------|
| i) | a) 10-6-2003 |
| ii) | a) 30-6-2019 |
| iii) | c) Cheque on hand A/c |
| iv) | b) Cash A/c |
| v) | c) 2020-'21 |
| vi) | a. 800 |
| vii) | a. A/c Code 31 |
| viii) | a. 76.101 |
| ix) | d. 7 days |
| x) | c. 60 |
| xi) | a. 1 month |
| xii) | a. 15 th June |
| xiii) | b. 30 |
| xiv) | a.1-1-2004 |
| xv) | c. 180 |
| xvi) | d. 30 th |
| xvii) | a. 10% of pay |
| xviii) | b. 90 |
| xix) | a. 1/22 |
| xx) | c. 1-7-1957 |

Answer to Q.No.2

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|-------|--------------------------------------|
| i. | d. Cheque deposited but no realized. |
| ii. | d. Excess credit made by bank |
| iii. | b. Depreciation |
| iv. | a. Borrowings |
| v. | d. Price Variance Clause |
| vi. | d. Standard rate |
| vii. | d. Stores Issue Note |
| viii. | c. Stores Receipt Book |
| ix. | d. Rs.2 |
| x. | b. Rs. 10 |
| xi. | c. Full rate |
| xii. | b. Half pay |
| xiii. | a. 61 |
| xiv. | a. 5 |
| xv. | c.75 |
| xvi. | a. 192 |

- xvii. c.10
- xviii. a. Two times of monthly emoluments
- xix. a. 10th of every succeeding month
- xx. b. Quarterly basis

Answer to Q.No.3

Date of Birth : 1-11-1961
 Date of entry into Board's service : 16-5-1985
 Date of retirement : 31-10-2019 AN

Y M D

Gross Qualifying Service
 (from 16-5-1985 to 31-10-2019) : 34 5 16

LESS Y M D
 EOL without MC
 1-1-2011 to 31-5-2012 : 1 5 0

Suspension
 27-5-2015 to 30-11-2015: 0 6 5 : 1 11 5

Net Qualifying Service : 32 6 11
 say 65 half years

Pension
 Pay last drawn x service in half years Ltd to 60/2
 $60300 \times 60/2 = \text{Rs.30,150/-}$

Reduced value of pension (Rs.30,150-Rs.10,050) = **Rs.20,100/-**

DCRG
 (Pay Last drawn + D.A 12%) x 65/4
 $60300 + 7236 = 67536 \times 65/4 = \text{Rs.10,97,460 (-)}$ withheld Rs.1,000 = **10,96,460/-**

Family Pension
 30% of LPD
 $60,300 \times 30/100 = \text{Rs.18,090/-}$

Commutation of pension
 1/3 rd pension x purchase value of age on next birthday x 12
 $30,150/3 = 10,050 \times 8.371 \times 12 = 10,09,542.6$ say **Rs.10,09,543/-**

Answer to Q.No. 4

~~4/4~~ Instructions to be followed before sending Bank Reconciliation of Drawing Account to the Head Quarters

(Source: TANGEDCO Instructions to be followed when preparing the Drawing Account – Annex.1)

- (1) The Bank Reconciliation statement (BRS) should be sent within the due date;
- (2) The Consolidated BRS in respect of Central Office and Division Office should be sent separately in the prescribed format.
- (3) There should be no discrepancies in the BRS.
- (4) The BRS should be prepared correctly and properly and checked and tallied in all aspects and sent without any mistake.
- (5) It should be ensured that the balance as per TANGEDCO's book furnished in the BRS is agreed with the balance under respective accounts as per monthly statement of accounts.
- (6) The consolidated BRS of Central office should be furnished along with the Bank Scrolls.
- (7) The actual amount of IA (Fund cheques deposited but not yet given credit by the Bankers), IB (Cheques issued but not yet presented into Bank for payment) should be furnished along with Cheque no. and date wise amount, month wise abstract and also TANGEDCO 7 TAN TRANSCO wise and Account Head wise (Salary and Allowances, Petty cash, Imprest, Temporary Advance etc.,) Break up details
- (8) The amount of cheque issued and not presented after three months from the date of issue should be brought into TANGEDCO'S book by making Journal entry for Stale cheque since the validity of the cheque is only three months.
- (9) The closing balance of amount shown in the BRS of Central office and division office should be kept only for the payment of actual passed bills on hand and not kept as idle.
- (10) There should be no misclassification in remittance and collection of amount between Drawing Account and Collection Account.
- (11) It should be ensured that the previous month closing balance is only taken as opening balance in TANGEDCO's book and Bank book in respect of Central Office and all the Division (EE) offices.
- (12) It must be ensured that the cheques have not been issued by both Central office and Division offices without having balance in the Board book. Cheques are issued only after depositing the fund cheque.
- (13) There should be no minus balance in the opening and closing balance of Board book as well as Bank book.
- (14) It must be ensured that the actual fund amount received from Head Quarters only is shown separately in the Reconciliation Statement and all other receipts like remittance of undispursed payment amount, stale cheque amount and surrendered amount from the Division office etc., is shown separately in the Reconciliation statement after passing necessary journal entries then and there.
- (15) It must be ensured that the excess amount if any received from Head quarters office towards the payment of bonus, DA arrears, salaries, loans and advances, terminal benefits have been surrendered immediately.

Answer to Q. No. 5

The Group Code of Inter-Unit Account as per Electricity (Supply) Annual Accounts Rules 1985:

Marks : 2

One clearing account and one final account have been maintained for inter unit transactions (091 IST & 091 ISA) before the introduction of the commercial accounting system. Further, the originating debit transactions were called TDA and credit transactions as TCA both were separately accounted for the transactions were initially accounted for under clearing accounts and later on transferred to final heads when acceptances are received. Such dual accounting has been dispensed with there is no clearing account in the Commercial Accounting System for inter-unit transactions. The concerned inter unit accounts are operated straightaway even when the transaction takes place consequently, there is no question of passing a journal entry when acceptance is received acceptances are watched through a register.

Inter-unit transactions are classified according to this nature. The accounts are allotted as below:

<u>A/c. Hd.</u>	<u>Details of A/c.</u>		<u>Description</u>
30	Inter Unit Accounts	-	Fuel
31	Inter Unit Accounts	-	Materials
32	Inter Unit Accounts	-	Capital Expenditure & Fixed Assets.
33	Inter Unit Accounts	-	Remittance to Head Office
34	Inter Unit Accounts	-	Funds transfer from Head Office
36	Inter Unit Accounts	-	Personnel
37	Inter Unit Accounts	-	Other transactions / Adjustment

The five digit inter unit account is formed by adding the location code of the transferee unit to the group code mentioned above. Every account rendering unit has been allotted a location code. The location codes of different systems and circles and the inter unit accounts for different transactions are given in Chart of Accounts in Annexure-II.

Answers to Q. No. 6 (5)

Marks: $4 \times 5 = 20$

a. Invalid Pension [Pension Rule - 38]

It is granted to Government employee who is declared by the appropriate medical authority to be permanently incapacitated for further service. The date of effect of retirement will be the date of medical certificate, if the employee concerned was on duty or on the date on which he will be returning to duty, if he was on leave, on the date of medical certificate was granted.

b. Contribution Pension Scheme - 2003

As per G.O.Ms. No. 259 dt 6-8-2003, the Government of Tamil Nadu has introduced Contributory Pension Scheme (CPS). From 1-4-2003, the Scheme has been adopted by TANGSOCO vide B.P.(Ch) No. 264 dt. 3-12-03.

As per above B.P., each employee will pay monthly subscription of 10% on Pay + Grade Pay + Dearness Allowance.

An equal amount of matching contribution will be paid by TANGSOCO. Interest at the rate of 8% is given from 1-10-2018.

(b)

C.

- (i) When no other leave is admissible;
- (ii) when other kinds of leave being admissible, the employee concerned applies in writing for the grant of EOL;
- (iii) If the employee is undergoing treatment for T.B., or Leprosy in a recognised sanatorium/Institute or receiving treatment at his residence under a specialist, EOL may be granted.
- (iv) If the EOL is availed with Medical Certificate such leave period shall be counted for sanction of increment and other service benefits.

- d. As per T.A. Regulation - 4, they are
- i) Secretary
 - ii) Inspector General of Police/Vigilance
 - iii) Legal Advisor
 - iv) Chief Engineers
 - v) Chief Financial Controllers,
 - vi) Industrial Relations Advisor
 - vii) Superintending Engineers,
 - viii) Chief Internal Audit Officer,
 - ix) Financial Controllers.

e. Entries in the Service Book to be made

- (1) Date of Birth, Qualification, Admissions,
- (2) Completion of Probation,
- (3) Temporary and officiating promotions of all kinds,
- (4) Increments,
- (5) All kinds of transfers,
- (6) Leave of absence,
- (7) Passing of Departmental Test/Special Examinations,
- (8) Long Term Advances
- (9) Admission to Provident Fund Account
Nominations exercised to Provident Fund Account
- (10) Options exercised to come over to revised scales of pay,
- (11) Admission of Pension, DCRG, Family Pension,
- (12) Permission granted to Acquire / Dispose of Movable and Immovable properties
- (13) Grant of Addition charge allowance.

Answer to Q.No.7

The Format - III in respect of Drawing Accounts in Central Office is as below :-

FORMAT - III

TAMILNADU GENERATION AND DISTRIBUTION CORPORATION LIMITED

NAME OF THE CIRCLE :

CONSOLIDATED BANK RECONCILIATION STATEMENT IN RESPECT OF DRAWING ACCOUNTS(CENTRAL OFFICE ONLY) FOR THE MONTH OF :

SI No.	Particulars	As Per Books of the Board(RS)	As Per the Bank Statement(RS)	Difference (RS)
1	Opening Balance as on	0.00	0.00	0.00
2	ADD:Fund Allotments received and remitted during the month of	0.00	0.00	0.00
3	ADD:Journal	0.00	0.00	0.00
	Total (1) + (2) + (3)	0.00	0.00	0.00
4	LESS:Cheques issued during the month of Col (1) Cheques realised during the month of Col (2)	0.00	0.00	0.00
5	LESS:Adjustment Journal	0.00	0.00	0.00
	Closing balance at the end of	0.00	0.00	0.00
a)	Closing Balance as per the Board Books	0.00		
b)	ADD: Cheques issued but not yet presented (IB) - Details enclosed	0.00		
c)	LESS: Cheques deposited is accounted for in the Board's Books but not accounted in the Bank Statement (IA) - Details enclosed	0.00		
d)	LESS:Bank commission and etc. Other items to be specified	0.00		
e)	ADD:(Details enclosed) LESS:(Details enclosed)	0.00		
	Closing Balance as per the Bank Statement		0.00	

1 Certified that no fraud or defalcation has been noticed by the AAO of this Circle during the above Reconciliation period.

2 Certified that the opening balance and the closing balance of the Bank Statement column furnished in the Format - III agreed with the Bank pass sheet of that month.

For Superintending Engineer
NAME OF THE E.D.C. :

Answer to Q. No. 8

(a) Administrative approval means the formal acceptance by an administrative department of a proposal that the concerned department incur a specified amount of expenditure on specified work required by or in connection with that administrative department.

Technical sanction, on the other hand, means the order of an competent technical authority sanctioning a properly detailed estimate of the cost of construction or repair to be carried out by the concerned department.

(b) Capital expenditure in TNEB includes expenditure on building up of assets, improvement to existing assets, extension of transmission and distribution net works including communication equipments.

Revenue expenditure incurred on fixed assets include costs that are aimed at 'maintaining' rather than enhancing the earning capacity of the assets.

(c) Compensation pension is pension granted to an officer selected for discharge owing to the abolition of a permanent post.

Compassionate pension is the pension payable to the families of all Government servant who die while in service.

(d) Active service means

i) Time spent on duty in India,

ii) Time spent on leave duly granted,

iii) Time spent on voyage to India by an officer recalled to duty before the expiry of leave provided the return to duty is compulsory and.

iv) The period of absence from India of an officer deputed or detained out of India on duty.

Qualifying service is service rendered by the board servant which under civil service regulations and the Madras Liberalised Pension Rules 1960 will qualify for pension or gratuity with reference to Art. 361, C.S.R. as amended. Under the latest rules with effect from 01.10.1969 all continuous service in a pensionable post qualifies for pension, excluding boy service and periods of extraordinary leave not covered by medical certificate etc.

(e) Travelling Allowance is a sum granted as reimbursement for expenses.

Conveyance allowance is one of the kinds of travelling allowance.