

**WRITTEN EXAMINATION FOR THE POST OF HOSTEL
SUPERINTENDENT/ZRTI/TPJ ON 14.05.2011**

Part-I (Answer all the questions)

Time:3 hours Total Marks:100

1. Expand the following:-

5x1=5

- a) FOIS
- b) CRIS
- c) IRCTC
- d) PTO
- e) RTI

2. Under which classification of HOER the following staff are governed?

3x1=3

- a. Section Controller
- b. Saloon Attendant
- c. Gate keeper of an LC gate whose TVU is less than 2500.

3. Match the following:-

5x1=5

a) Zonal Railway Training Institute	Avadi
b) Zonal Electric Traction Training Centre	Ponmalai
c) Southern Railway Civil Engineering Training Centre	Podanur Jn.
d) S & T staff training school	Tiruchchirappalli Jn.
e) Diesel training school	Tambaram

4. Whether the following are eligible to be included in the privilege pass?

- a. A son of 22 years age studying in a recognized Institution. **3x1=3**
- b. Widowed daughter who is not residing with the employee.
- c. Unmarried daughter who is 28 years old and dependant on the employee.

5. Residential card pass is issued once in -----.

1

6. School season pass is issued to children of Railway employee to travel from ----- to -----.

1

7. Night duty means employment during any part of the night from ----- pm to ----- am.

1

8. Standard Form No.11 is issued to employee for imposing ----- penalty.

1

9. Casual leave eligible for open line staff is -----days per year.

1

10. Maximum limit of accumulation of LAP at the credit of employee is ----- days.

1

11. Does it attract the provisions of Railway Service Conduct rules? Say Yes or No. 5x1=5
- a. Participating in a TV programme of purely artistic nature without prior permission of Railway Administration.
 - b. Communicating with Press on Railway information without the permission of Railway Administration.
 - c. Railway servants speculating in any stock, share or other investments.
 - d. Transactions entered into by a member of the family out of his own funds as distinct from the funds of the Government servant.
 - e. Sexual harassment of women at work.
12. Say Yes or No. 5x1=5
- a. Suspension is not a punishment.
 - b. A factual job analysis should be conducted consecutively for a period of 72 hours.
 - c. Delegation of powers under SOP is for decentralization and expeditious disposal of matters at all levels.
 - d. Leave can be granted during suspension.
 - e. Subsistence allowance shall not be paid unless the Railway servant furnishes a certificate that he is not engaged in any other employment.
13. How many sets of pass eligible for a Group 'C' employee who has not completed 5 years of service? 1
14. How many times Encashment of leave pay can be claimed by an employee in his entire period of service and at what intervals? 2
15. What is the official language of the Union of India? 1
16. Which are the 3 regions as per the provisions made in the official language rules? 1
17. In which region is Tamil Nadu situated? 1
18. What is the order of languages used in the notice boards? 1
19. What are the Hindi Examinations conducted by Department of official languages Ministry of Home Affairs? 1

Part-II (Answer any 6)

6x5=30

1. Function of Safety Organization after broad basing of safety organization is implemented?
2. Write a brief on major and minor penalties?
3. Explain the three major classifications of rosters followed in Indian Railways?
4. Describe various types of tenders?
5. Discuss ABC analysis?
6. Write a brief on various types of passes issued to Railway employees?
7. Write short notes on Child Care Leave?
8. How will you act when you are posted as Hostel superintendent in the following situations?
 - a) When a trainee is injured.
 - b) When fire is reported in hostel premises.
9. How can natural justice is rendered to the delinquent employee during enquiry?

PART-III (Answer any 2)

3x10=30

1. What are the Passenger Amenities provided at stations for the customer?
2. How computerization in Railways increases its efficiency?
3. Assume you are the Hostel Superintendent. What are the measures you propose to make the stay comfortable for the trainees, without going for major infrastructural changes?
4. There are 3000 Loco Pilots in Southern Railway. One third of the total Loco Pilots have to undergo Refresher course during the year 2012. The first Refresher course starts on 2nd January 2012 i.e. on Monday. The duration of RC course for Loco Pilots is 9 days and RC course for Loco pilots are scheduled on alternate Mondays. If Monday being a holiday the RC will start on Tuesday on such week. ZRTI functions on Monday to Saturday every week. 40 Loco Pilots attend each course. Work out the details and advise whether it will be possible to complete the RC course due for Loco Pilots during the year 2012.
