

Question Booklet No.

008280

Skill Development and Entrepreneurship Department
Directorate of Vocational Education and Training
Directorate of Skill Development, Employment and Entrepreneurship
Question Paper Group Name: STORE

Question Paper Post Names: Assistant Store Keeper/ Store Clerk and Store Superintendent
Duration: 60 Minutes **Total Question: 40**

INSTRUCTIONS

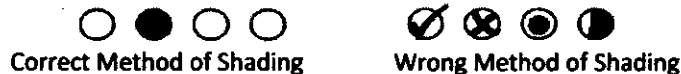
1. This Question Paper Booklet contents 40 mandatory questions. Candidate should check the Question Paper Booklet and ensure that it contents all pages and questions before starting to answer. If candidate finds any problem pertaining to printing/ binding/ incomplete pages etc, candidate should immediately get the Question Paper replaced from the invigilator.
2. Candidate has to write his/ her seat number in this block.

--	--	--	--	--	--	--	--	--	--
3. The Question Booklet Number as printed above should be mentioned at the appropriate place on the OMR Answer Sheet.
4. All the Questions are provided with 4 options as 1, 2, 3 and 4. Candidate should select the most correct Option and mention the Option Number on the OMR Answer Sheet in front of the respective Question Number by **fully shading the Option Number with BLACK INK BALL POINT PEN Only.**
5. All Questions carry equal marks i.e. 1 Question has a weightage of 1 marks. Candidate should mind the available time for the examination and solve the questions accordingly.
6. The option shaded once on the OMR Answer Sheet should not be roughed or in any other way changed. Thus candidate should take utmost care while marking their options on OMR Answer Sheet. Such changes if any or any attempt to rough/ change options shall not be checked by the authorities.
7. Marks shall be awarded to the correct answers only during the evaluation of the OMR Answer Sheet. No marks shall be deducted for registering wrong answers (shading wrong option) or not attempting questions. Thus there is **NO NEGATIVE MARKING SYSTEM.**
8. All the rough work has to be done on the sheet provided for Rough Work in the Question Booklet only. Writing anything on the Question Paper Booklet, OMR Answer Sheet or any other Paper Sheet shall be treated as an unfair means and entitle for action under "Prohibition of Unfair Practices during examination Ordinance – 1982".
9. Method of Shading the Correct Option on the OMR Answer Sheet:

Q.No. 25. How many Centimeters make 1 Meter?

- | | |
|----------|-----------|
| (1) 10 | (2) 100 |
| (3) 1000 | (4) 10000 |

The Correct Option for this Question is (2) and hence the (2) option on the OMR Answer Sheet in front of Question Number 25 has to be shaded as following



USE ONLY BLACK INK BALL POINT PEN FOR SHADING

IMPORTANT

This Question Paper Booklet and OMR Answer Sheet is the property of the Department and is being handed over to the candidate for examination purpose only in the examination hall.

Any means of copying this Question Paper Booklet or any matter within in part or full, and/or transferring/ circulating during the examination period is prohibited and shall be treated as a means of criminal offence and the respective person shall be booked under "Prohibition of Unfair Practices during examination Ordinance – 1982" and shall be entitled for imprisonment for 1 year and / or penalty of Rs. 1000.

Further unauthorized handling, transfer or copying of this Question Paper Booklet and OMR Answer Sheet during examination period by the staff including Departmental Staff and Staff appointed for Examination purpose is also prohibited and entitled for action as per above ordinance.

THIS QUESTION PAPER BOOKLET AND PART – 1 OF OMR ANSWER SHEET HAVE TO BE SUBMITTED TO THE INVIGILATOR AFTER THE EXAMINATION.

1. Minimum & Maximum level of stock in store is related to

- | | |
|----------------------|---------------------------|
| 1. Dead stock | 2. Raw materials & others |
| 3. Only Raw material | 4. None of above |

2. Bombay Financial Rule 1959, No.51 is related to -

- | | |
|---------------------|-----------------------|
| 1. Security Deposit | 2. Stock verification |
| 3. Store Audit | 4. None of above |

3. Empty package register form No.5 is essential for registration of packages of -

- | | |
|------------------|------------------|
| 1. Raw materials | 2. Any material |
| 3. Machinery | 4. None of above |

4. Daily Receipt Voucher is made store when

- | | |
|--------------------------|------------------|
| 1. Raw material receives | 2. Oil receives |
| 3. Any material receives | 4. None of above |

5. Letter about rejected material is to be sent to supplier within -

- | | |
|------------|------------------|
| 1. 8 days | 2. 7 days |
| 3. 10 days | 4. None of above |

6. What is Bin?

- | | |
|------------------------|------------------|
| 1. A small compartment | 2. Box |
| 3. Cupboard | 4. None of above |

7. Inventory register in kept to and its second copy is kept in store

- | | |
|---------------------|------------------------|
| 1. Purchase section | 2. Instructors section |
| 3. Stock section | 4. None of above |

8. Write off powers of Dead stock items, booked price of item is up to to the office incharge.

- | | |
|-------------|------------------|
| 1. Rs 25000 | 2. Rs 30000 |
| 3. Rs 40000 | 4. None of above |

9. Write off power of Books, to the office incharge is Rs-

- | | |
|--------------|------------------|
| 1. Rs 2000/- | 2. Rs 3000/- |
| 3. Rs 5000/- | 4. None of above |

10. Authority to sanction purchase of CD, Pen drive, USB, Printer ink, Cartridge, per year per computer is Rs..... to office Incharge.

- | | |
|--------------|------------------|
| 1. Rs 5000/- | 2. Rs 10000/- |
| 3. Rs 8000/- | 4. None of above |

11. Is there have authority to make write off a Govt. vehicle to the office incharge?

- | | |
|--------|------------------|
| 1. No | 2. Partially |
| 3. Yes | 4. None of Above |

12. Office incharge have a sanction authority to expenditure on vehicle maintenance Rs.....yearly.

- | | |
|--|---|
| 1. Petro - 15000/-
Diesel- 13500/- | 2. Petrol - 10000/-
Diesel - 11000/- |
| 3. Petrol - 8000/-
Diesel - 10000/- | 4. None of Above |

13. Office incharge have sanction authority for expenditure on hiring vehicle for transportation per year Rs.....

- | | |
|---------------|------------------|
| 1. Rs 10000/- | 2. Rs 15000/- |
| 3. Rs 20000/- | 4. None of Above |

14. Office incharge have a power of write off dead stock, which cannot be recovered is up to Rs...../- for a case.

- | | |
|----------------|------------------|
| 1. Rs 50000/- | 2. Rs 60000/- |
| 3. Rs. 75000/- | 4. None of Above |

15. Depreciation cost of machine per year = $\frac{\text{cost of machine}}{\text{Life of machine}}$ is

- | | |
|-------------|------------------|
| 1. True | 2. False |
| 3. Not True | 4. None of Above |

16. In work of Production oriented training scheme, depreciation cost & overhead charges are to be credited in govt. account.

- | | |
|--------|------------------|
| 1. No | 2. Bank account |
| 3. Yes | 4. None of Above |

17. BFR 1959, Rule 51 is made for.....

- | | |
|---------------------------------------|-------------------------------|
| 1. Certificate of Dead stock register | 2. Verification of consumable |
| 3. Security Deposit | 4. None of Above |

18. Proforma P in production oriented Training scheme, is to be sent to regional office & Directorate.....

- | | |
|--------------|------------------|
| 1. Quarterly | 2. Half yearly |
| 3. Yearly | 4. None of Above |

19. Swiss challenge purchase process is utilised in.....

- | | |
|--------------------------------------|------------------------------------|
| 1. Regular purchase | 2. Very important special projects |
| 3. Projects more than Rs 1.00 crores | 4. None of Above |

20. In unique source purchase process we can get benefit in price & quality.

- | | |
|--------------|------------------|
| 1. Yes | 2. No |
| 3. Sometimes | 4. None of Above |

21. C clamps below 150 mm (6"), tool holders R.H. /L.H. & straits, knurling tools are recommended as.....

- | | |
|--------------------|------------------|
| 1. Semi consumable | 2. Dead stock |
| 3. Consumable | 4. None of Above |

22. Stock taking sheet is prepared while taking verification of

- | | |
|--------------------|------------------|
| 1. Bin cards | 2. Stock ledgers |
| 3. Stock in stores | 4. Goods inwards |

23. Recently G.R., 1.7.1.2014 / PK 131 / VS-3 dated 2 Feb 2016 is specially made for making purchase committees on state level, Regional level & district level.

- | | |
|--------|---------------------|
| 1. Yes | 2. Only state level |
| 3. No | 4. None of Above |

24. Store inspection is made yearly two times half yearly & yearly.....

- | | |
|-----------|------------------|
| 1. Yearly | 2. Half yearly |
| 3. Both | 4. None of Above |

25. When stock is more than..... years in store, it is communicated to head of institute.

- | | |
|------------|------------------|
| 1. 1 Year | 2. 2 years |
| 3. 3 years | 4. None of Above |

26. RS-4, Proforma is yearly requirement of institute regarding.....

- | | |
|----------------------|--------------------------|
| 1. DSR items | 2. Raw materials & other |
| 3. Only Raw material | 4. None of Above |

27. Life of semi consumable items is

- | | |
|----------------------|------------------|
| 1. 5 years | 2. 6 years |
| 3. More than 6 years | 4. None of Above |

28. Semi consumable tools & equipments are noted in.....

- | | |
|-----------------------------|------------------------|
| 1. Dead stock Register | 2. Consumable Register |
| 3. Semi consumable Register | 4. None of Above |

29. Surplus material lying in section is to be called.....

- | | |
|---------------------|---------------------------|
| 1. Scrap material | 2. Unserviceable material |
| 3. Surplus material | 4. None of Above |

30. Daily receipt voucher is made in store in

- | | |
|---------------|------------------|
| 1. Single | 2. Duplicate |
| 3. Triplicate | 4. None of Above |

31. Regularly consumable items are generally kept near to

- | | |
|--------------|------------------|
| 1. Cupboard | 2. Issue counter |
| 3. Safe rack | 4. Container |

32. Material of wood & construction material should be kept above the floor.

- | | |
|----------|------------------|
| 1. 15 cm | 2. 30 cm |
| 3. 45 cm | 4. None of Above |

33. No objection certificate from Govt. is required for stock more than.... litres of petrol.

- | | |
|-------|------------------|
| 1. 20 | 2. 25 |
| 3. 50 | 4. None of Above |

34. To main the proper viscosity of oil, its stock should not be more than months.

- | | |
|-------|------------------|
| 1. 12 | 2. 15 |
| 3. 24 | 4. None of Above |

35. Depreciation cost is to be considered when the cost of machine is above Rs

- | | |
|------------|------------------|
| 1. 15000/- | 2. 10000/- |
| 3. 5000/- | 4. None of Above |

36. Works in Production Oriented Training Scheme is to be supposed

- | | |
|---------------------|-----------------------|
| 1. As optional work | 2. As compulsory work |
| 3. Social work | 4. As training work |

37. As per store purchase GR 30.10.2015 Para 3.2.3, purchase process by quotations is made when purchase price is

- | | |
|-----------------------------|---------------------------|
| 1. Rs 5000/- to Rs 500000/- | 2. Rs 3000 to Rs 300000/- |
| 3. Rs 5000/- to Rs 300000/- | 4. None of Above |

38. Purchase is made directly to DGS&D, when purchase price is up to Rs.....

- | | |
|----------------------|------------------|
| 1. 3 lacks | 2. 2 lacks |
| 3. More than 3 lacks | 4. None of Above |

39. To take the Donation in the form of substance, a office incharge have a power to sanction up to Rs

- | | |
|------------|------------------|
| 1. 40000/- | 2. 25000/- |
| 3. 30000/- | 4. None of Above |

40. Expenditure on pesticides used for office documents, a office incharge can sanction the expenditure up to Rs.....

- | | |
|-----------|------------------|
| 1. 5000/- | 2. 2000/- |
| 3. Whole | 4. None of Above |

SPACE FOR ROUGH WORK

SE

SE