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**Syllabus for the Examination for Selection for Chief Office Superintendent in
Scale Rs. 9300-34300 (RP) post in Commercial Department.**

GP-46001-

Descriptive Type Questions:

1. What does the Rule 125 of Goods Tariff states with regard to routing of goods Traffic? What do you understand by Route Rationalization Scheme?
2. What are the basic Commercial Statistics that are compiled by the Railways? Write in detail about Gross Earnings Statement and Operating Ratio?
3. What do you understand by Carrying Capacity and Permissible carrying capacity? How Punitive Charges for overloading are levies for different types of wagons?
4. What are the general conditions followed at Stations/Sidings for allowing Trainload benefit for commodities carried in Train loads?
5. Write in detail the procedure for allotment of Special Carriage/Special Train and collection of charges from the time of application to final settlement?
6. What are the general rules for booking of luggage? Define free allowance of luggage on tickets and passes and what is the maximum permissible luggage permitted with passengers in their compartments?
7. What are the various scales of charges exist in Indian Railways for booking of Parcel Traffic? How does the PCEV charges and Bulky surcharges are levied explain in detail?
8. What are the principles of routing of parcel traffic? How does the Rationalization of parcel traffic helps in decongestion of station platforms and reduction in claims?
9. What is the purpose of setting of Railway Claims Tribunal? How do they differ Railway Rates Tribunal?
10. Why is the Marketing organization necessary? What role is played by marketing organization in the recent past in developing Traffic?
11. Discuss the various steps taken by the Indian Railways for attracting goods which has been diverted to road?
12. What are the conditions stipulated for opening of Private Siding? Explain in detail?
13. What are the various charges that are collected from the sidings? What do you understand by charging on through distance basis? Define Section 94 of the Railways Act, 1989.

14. **What is a halt station? What is the procedure adopted for opening of a halt stations?**
15. **What are the various guidelines issued by Railway Board for leasing of FSLR, RSLR and Brake Van space in ordinary and express passenger trains?**
16. **What are the liabilities of Railways as Common Carriers of Goods?**
17. **How do you process the application claiming compensation for loss of goods, from the time of application to final settlement?**
18. **What do you understand by untoward incidents? How does a claim for compensation due to death or injury is processed?**
19. **Briefly describe the rules for indent and allotment of wagons. Under what circumstances is the change of destination permitted. Write about refund of WDRF?**
20. **Differentiate between Open delivery and Assessment delivery? Write about Joint Survey Report?**
21. **What is a forwarding note? How does it help in safeguarding the interest of Railways Administration with reference to settlement of claims?**
22. **What are various Users Consultative Machinery functioning at various levels in Railways? Write in detail the Constitution and Working of these Committees?**
23. **Describe the procedure for remittance of station earnings and their account? What is the procedure followed if there is loss or shortage of remittance?**
24. **What are the Station Outstanding? How are these categorized? Explain in detail how station outstanding can be minimized?**
25. **What are Audit Objections? How a Draft Para is dealt with?**
26. **What is the procedure followed for indenting printed card tickets and computer ticket? What are the consequences if the indent is not placed in time for the supply of tickets?**
27. **What are the refund rules in case of cancellation of unreserved and reserved tickets during normal and abnormal circumstances?**
28. **Write about end to end quotas and revised tatkal scheme?**
29. **What are the initiations taken by Railway in the field of reservation of tickets to improve the image of Railway?**
30. **What are minor penalties under DAR rules? What is the procedure for placing an employee under suspension and what are the privileges an employee under suspension is entitle for?**

31. What is IRCTC? What is the basis for classification of stations into A,B,C,D,E & F categories and how catering contracts are awarded?

32. What are the major penalties under DAR rules? Describe briefly the procedure for imposing major penalty?

33. What are the different categories of staff under Hours of Employment Rules and what are their duty hours?

34. Describe the procedure for dealing with public complaints. What organizations is there for redressal of public complaints both at Zonal and Divisional level?

35. What are the incentives and Awards Scheme available on S.C. Railway for implementation of Hindi?

36. What are the constitutional provision regarding use of Official Language Policy?

36. Short notes on;

- a) Privilege pass and PTO for various groups of serving employees.
- b) DCRG
- c) Commutation of Pension.
- d) Study Leave
- e) Pension Scheme.