

**DEPUTY SUPERINTENDENT OF ESTABLISHMENT**

01	The basic purpose of human resource planning is to:		
a.	identify the human resource requirements	b.	identify the human resource availability
c.	match the HR requirements with the HR availability	d.	All of the above
02	Recruitment policy usually highlights the need for establishing		
a.	job specification	b.	job analysis
c.	job description	d.	none of the above
03	What duration of time is called as "The Infancy Period" for an establishment where no PF is payable to the employees working in that establishment?		
a.	2 Year	b.	2 Months
c.	2 Weeks	d.	2 Decades
04	I don't think she will arrive in time to join us, but we _____ the meeting anyway.		
a.	Have	b.	will have
c.	are going to have	d.	are having
05	The Make in India conference will be held in which city of India in December 2016?		
a.	New Delhi	b.	Lucknow
c.	Bhubaneswar	d.	Chennai
06	Tomorrow we _____ at 2:00 PM.		
a.	Meet	b.	will meet
c.	are going to meet	d.	are meeting
07	The process of enhancing the technical skills of workers in a short period is called		
a.	Training	b.	Development
c.	Education	d.	None of the above
08	At the moment I _____ on a training project.		
a.	Work	b.	Worked
c.	Will work	d.	Am working
09	The provision for cooling water during hot weather should be made by the organisation if it employees or more employees.		
a.	200	b.	250
c.	300	d.	150
10	First Aid Boxes is to be provided for.....of persons.		
a.	125	b.	135
c.	150	d.	160

11	The prisoner ---- this way; there are no footprints at all.		
a.	can't have escaped	b.	had to escape
c.	could have escaped	d.	may have escaped
12	When an emergency vehicle is approaching with its lights and siren on, drivers ---- pull over and stop to get out of the way.		
a.	needn't have moved	b.	must move
c.	can't have moved	d.	didn't need to move
13	Which of the selection steps is the most critical?		
a.	Physical examination	b.	Selection decision
c.	Reference and background checks	d.	Employment interviews
14	The employee welfare facilities available outside the organization are called:		
a.	intra-mural facilities	b.	extra-mural facilities
c.	Extravagance	d.	None of the above
15	In which of the following years was the Workmen's Compensation Act introduced?		
a.	1948	b.	1976
c.	1923	d.	1961
16	She _____ me to help her develop an IT training program.		
a.	has asked	b.	had asked
c.	was asking	d.	asked
17	Indian Railways has recently tied up with which mobile wallet company to ensure food delivery in train coaches with e-cash payments?		
a.	Citrus Pay	b.	Paytm
c.	MobiKwik	d.	Oxigen
18	During tomorrow's meeting we _____ implementation of the training.		
a.	discuss	b.	will discuss
c.	are going to discuss	d.	are discussing
19	In case of employee covered under the ESI, the accident report shall be sent in Form No..... to local office of the ESI to which the company attached.		
a.	18	b.	18A
c.	25	d.	16
20	I ---- an office but I chose to work from home because everything I need is here.		
a.	could have rented	b.	must have rented
c.	may rent	d.	might rent
21	The meeting will be held _____ our main building _____ 3rd Avenue.		
a.	at ... at	b.	at ... on
c.	in ... at	d.	in ... on

22	Minimum wages are to be paid irrespective of the _____ of the individual employer.		
a.	Social security	b.	Labour legislation
c.	Financial position	d.	None of these
23	The Payment of Gratuity Act was introduced in the year		
a.	1972	b.	1976
c.	1923	d.	1961
24	Which of the following factors is not an external influencing factor in wages and salary administration?		
a.	Cost of living	b.	Labour legislations
c.	Labour market conditions	d.	Ability to pay
25	I _____ from XYZ Company in 2020.		
a.	Retire	b.	Retired
c.	Will retire	d.	Have retired
26	Who has been conferred with the 2016 Mohun Bagan Ratna (jewel)?		
a.	Syed Nayeemuddin	b.	Arumoinaigam
c.	Wriddhiman Saha	d.	Jeje Lalpekhlua
27	As well as being a popular tourist site, Trafalgar Square offers some of the most famous views in the country, ----?		
a.	has it	b.	was it
c.	doesn't it	d.	hasn't it
28	Canteen is to be provided if engaging employees more than..... persons.		
a.	250	b.	230
c.	300	d.	275
29	I don't know why Peter is so late; do you think he ---- lost coming here?		
a.	may get	b.	might have got
c.	could get	d.	must have got
30	The payment of Bonus Act was passed in 1965 and later got amended in _____.		
a.	1940	b.	1956
c.	1962	d.	1969
31	Imposing discipline in the form of rules and regulations is an inalienable right of the		
a.	Management	b.	Employee
c.	Trade unions	d.	None of the above
32	Which of the following is not a disciplinary action against employees?		
a.	Dismissal	b.	Increments
c.	Discharge	d.	Disciplinary demotion

33	You ---- the locksmith to open the door for you last night before you tried to open the door yourself.		
a.	must call	b.	ought to have called
c.	have had to call	d.	could call
34	Louise was very _____ with me when I was ill and crabby.		
a.	Patience	b.	Impatient
c.	Patient	d.	tender
35	Managers carry out the function of _____.		
a.	POSDCORB	b.	POSDRBCO
c.	RBCOPOSD	d.	none of these
36	The concept of organization and administration started in _____ in 1300 BC.		
a.	Egypt	b.	China
c.	Greece	d.	japan
37	Usually I _____ in the IT department.		
a.	Work	b.	Works
c.	Am working	d.	Are working
38	What is the percentage of maximum bonus payable?		
a.	25%	b.	20%
c.	22%	d.	26%
39	I _____ the same seminar when I _____ at my previous job.		
a.	attended ... worked	b.	attended ... was working
c.	was attending ... worked	d.	was attending ... was working
40	It is the role of _____ to counsel workers who show indiscipline in the organisation.		
a.	employee	b.	top management
c.	supervisor	d.	HR manager
41	Who is an adult as per Factories Act, 1948?		
a.	Who has completed 18 years of age	b.	Who is less than 18 years
c.	Who is more than 14 years	d.	Who is more than 15 years
42	I _____ Marion one afternoon, while I _____ in a five-day assessment center program.		
a.	met ... participated	b.	met ... was participating
c.	was meeting ... participated	d.	was meeting ... was participating
43	Section _____ of the Factories Act describes about the rights of the workers.		
a.	111	b.	111 (A)
c.	110	d.	112

44	If the factory employees more than 1000 workers, they should appoint qualified _____ to carry out the prescribed duties.		
a.	Safety officer	b.	Welfare officer
c.	Security officer	d.	None of these
45	What percentage of employers contribution is deposited in Employees Provident Fund?		
a.	12%	b.	8%
c.	8.33%	d.	1.35%
46	The line agency should not have:		
a.	operating unit	b.	major substantial purpose
c.	advisory and co-ordinating functions	d.	independent staff
47	I have a secret to tell you, but I'll speak to you about it _____.		
a.	in public	b.	in private
c.	in-crowd	d.	in time
48	Find the odd man out among the following fundamental principles governing any grievance procedure.		
a.	settlement at the lowest level	b.	settlement in favour of management
c.	settlement as expeditiously as possible	d.	settlement to the satisfaction of the aggrieved
49	Whether apprentices are eligible for compensation for any injury in the course of his/her training under Workmen Compensation Act.		
a.	Yes	b.	No
c.	Both A & B	d.	None of these
50	The term sabbatical is connected with		
a.	Maternity leave	b.	Paid leave for study
c.	Paternity leave	d.	Medical leave
51	How many days notice is to be given for notice of change under ID Act, 1947?		
a.	22	b.	23
c.	21	d.	25
52	The Keibul Lamjao National Park is located in which state of India?		
a.	Tripura	b.	Nagaland
c.	Manipur	d.	Assam
53	I think we _____ the training sessions next quarter.		
a.	begin	b.	will begin
c.	are going to begin	d.	are beginning
54	According to the Payment of Bonus Act, wages include		
a.	Basic salary + Dearness allowance	b.	Overtime salaries + HRA

c.	Bonus + Gratuity + Employer's Contribution to PF	d.	All of the above
55	The space for every worker employed in the factory after the commencement of Factories Act, 1948 should be .....cubic metres		
a.	9.9	b.	10.2
c.	14.2	d.	13.2
56	Luke Aikins, who became the first person in the world to jump and land without parachute, is belonged to which country?		
a.	United Kingdom	b.	France
c.	Spain	d.	United States
57	In which of the following methods are grievances ascertained at the time of employees quitting the organisation?		
a.	the exit interview method	b.	the gripe box system
c.	the open door policy	d.	opinion surveys
58	Right now I _____ Marion Jones, the HR manager, in developing an IT training program.		
a.	Assist	b.	Assists
c.	Am assisting	d.	Is assisting
59	In which of the following large and modern factories strikes had taken place in 1978?		
a.	Tata electronic company	b.	Philips india ltd.
c.	Larsen and turbo limited	d.	All of the above
60	Which of the following measures are adopted by the Industrial Dispute Act, 1947 to resolve the issues of industrial disputes?		
a.	Negotiation	b.	Conciliation/Mediation
c.	Voluntary arbitration	d.	All of these
61	Which of the following is usually not an objective of industrial relations?		
a.	Connectedness	b.	Collective wisdom
c.	Conflict prevention	d.	None of the above
62	Who has been appointed as the new chairperson of the Central Board of Direct Taxes (CBDT)?		
a.	Varsha Sharma	b.	Abhishek Singh
c.	Rani Nair	d.	Munesh Kumar
63	which of the following is main focus of 'Quality Oriented Organisations'?		
a.	profit making in terms of money	b.	discipline in the organisation
c.	human resource in the organisation	d.	pleasing the politicians and bureaucrats

64	Any registered trade union can change its name with the consent of _____ of the total number of its members under the provision of section – 25.		
a.	One-third	b.	One-half
c.	Two-third	d.	None of these
65	The penalty prescribed under the Industrial Disputes Act, 1947 for disclosing confidential information is		
a.	imprisonment for a term which may extend to 1 year with a fine which may extend to 2000	b.	imprisonment for a term which may extend to 1 year or a fine which may extend to 2000
c.	imprisonment for a term which may extend to 6 months or with a fine which may extend to 1000 or both	d.	imprisonment for a term which may extend to 6 months or with a fine which may extend to 2000 rupees or both
66	The 2016 joint military exercise “Maitree” has been conducted between India and which of the following countries?		
a.	Indonesia	b.	Thailand
c.	Malaysia	d.	Maldives
67	_____ means the permanent closing down of a place of employment or part of it.		
a.	Layoffs	b.	Strike
c.	Lockouts	d.	Closure
68	Under the Factories Act 1948, a register of adult workers shall be maintained in Form No.....		
a.	25	b.	25 A
c.	12	d.	14
69	Which of the following documents are to be submitted to the Registrar for the registration of a Trade Union?		
a.	Application in Form A	b.	Minutes of the General Body Meeting
c.	Form F membership register	d.	All of the above
70	The provision of prohibiting strikes and lock-outs without 14 days notice in the public utility services provided under the Industrial Disputes Act, 1947 has been borrowed from which of the following?		
a.	Report of the National Commission on Labour (first), 1969	b.	Recommendations of the Indian Labour Conference
c.	Defence of India Rules, 1942	d.	Report of the Labour Investigation Committee, 1944
71	The code of discipline _____ reiterated the faith of the parties in voluntary arbitration.		
a.	1938	b.	1948
c.	1958	d.	1968

72	Under which of the following section of Industrial Employment (standing orders) Act, 1946, it is provided that every certifying officer and appellate authority shall have all the powers of a civil court and shall be deemed to be a civil court?		
a.	Section 11 (1)	b.	Section 2
c.	Section 8	d.	Section 4 (2)
73	Which state of India has won the best state award for comprehensive development of tourism for the year 2014-2015?		
a.	Rajasthan	b.	Madhya Pradesh
c.	Karnataka	d.	Gujarat
74	The employees drawing up to..... as wages are only covered under ESI Act, 1948.		
a.	6500	b.	8500
c.	10000	d.	5500
75	which of the following is not a part of Industrial Relations System?		
a.	government and employers	b.	trade unions, union federations or associations
c.	foreign companies	d.	labour courts and tribunals
76	Which of the following matters are covered in the schedule of standing orders under section 2g and 3(2)?		
a.	Classification of workers	b.	Shift working
c.	Termination, suspension, dismissal etc.	d.	All of the above
77	Industrial Dispute Act, 1947 settles the dispute between		
a.	Employer v/s employer	b.	Employer v/s workmen
c.	Workmen v/s workmen	d.	All of the above
78	the international labour organisation was established on:		
a.	1919	b.	1929
c.	1939	d.	1949
79	A proposal is pending pertaining to amending the present Factories Act, 1948. Which amongst the following has not been included in the proposed amendment?		
a.	Changes in the present definition of factory by increasing the number of workers from ten with the aid of power and twenty without the aid of power to twenty and forty respectively	b.	Incorporation of new clause under Section 35 A pertaining to provisions of personal protective equipment for workers
c.	Provision for preparation of emergency plan and disaster control measures	d.	Changes in the provisions of the act relating to appointment of welfare office
80	which of the following are the basic objectives of Code of Discipline?		
a.	maintain peace and order in industry	b.	avoid work stoppage in industry



c.	promote opinions from all levels of management and employment	d.	all of the above
81	_____ with the rules, laws agreements through executive and judicial machinery influences and shapes industrial relation.		
a.	society	b.	industry
c.	government	d.	none of these
82	_____ has been defined as the right to participate in decisions on issues which concerned workers.		
a.	industrial safety	b.	industrial democracy
c.	industrial peace	d.	harmony
83	Which of the following authorities come under the Industrial Dispute Act, 1947?		
a.	Works committee and conciliation officer	b.	Courts of inquiry and labour courts
c.	Tribunal and national tribunals	d.	All of the above
84	Which of the following act is responsible for ensuring the safety, health and welfare of the employees?		
a.	Factories Act, 1948	b.	Payment of Wages Act, 1936
c.	Equal Remuneration Act, 1976	d.	Industrial Disputes Act, 1947
85	Welfare Officers are to be appointed if organisation is engaging .....or more employees.		
a.	500	b.	250
c.	600	d.	750
86	India has recently set up military hotlines with which of the following neighbouring countries?		
a.	Myanmar	b.	Nepal
c.	China	d.	Bhutan
87	the difference between job enrichment and job enlargement is that:		
a.	enlarged jobs include some of the planning and control systems whereas enrichment means getting more money for the same job	b.	enlarged jobs contain a large number of similar tasks, while enriched jobs include some of the planning and control in the hands of job holder
c.	enriched jobs include performing number of boring tasks	d.	all of the above
88	Under the Standing Order Act, 1946, Additional Commissioner of Labour is appointed as the _____.		
a.	Claims	b.	Fines
c.	Appellate authority	d.	Penalties
89	orientation in an organisation is done as to:		

a.	train a new joiner	b.	select an employee for a particular job
c.	socialize the new employee	d.	all of the above
90	<p>A woman employee is entitled to which of the following benefits under the Maternity Benefit Act 1961?</p> <ol style="list-style-type: none"> <li>1. Medical bonus</li> <li>2. Leave with wages for tubectomy operations</li> <li>3. Leave for miscarriage</li> <li>4. Nursing breaks</li> </ol> <p>Select the correct answer using the codes given below</p>		
a.	1 and 3	b.	2 and 4
c.	1, 2 and 3	d.	1, 2, 3 and 4
91	<p>An interviewer must be skilled enough in asking which of the following category of questions to know about the opinions the interviewee on a particular issue?</p>		
a.	questions that can be answered in yes or no	b.	open ended questions
c.	close ended	d.	neither open ended nor close ended
92	<p>The _____ is restrictive, beneficial and protective legislation.</p>		
a.	ESI Act, 1948	b.	Industrial Dispute Act, 1947
c.	Factories Act, 1948	d.	None of these
93	<p>Are the best and most productive employees likely to be:</p>		
a.	quite expensive in terms of recruitment and selection	b.	a matter of just luck in terms of recruitment and selection
c.	quite cheap in terms of recruitment and selection	d.	no effect on cost in terms of recruitment and selection
94	<p>In which of the following situations maximum compensation is paid under the Employees' Compensation Act, 1923?</p>		
a.	Death resulting from injury	b.	Permanent partial disablement
c.	Partial or total temporary disablement	d.	Permanent total disablement
95	<p>360-degree feedback involves appraisals by:</p>		
a.	line managers	b.	subordinates
c.	superiors	d.	anyone who is directly in contact with the appraisee
96	<p>Pandit Lachu Maharaj, who passed away recently, was a well-known maestro of which musical instrument?</p>		
a.	Table	b.	Sarangi
c.	Bansuri	d.	Vichitra vina
97	<p>Which of the following is not the main objective of Minimum Wages Act, 1948?</p>		

a.	To provide minimum wages to the workers working in organised sector	b.	To stop exploitation of the workers
c.	To identify the training needs of the workers	d.	To empower the government for fixing minimum wages
98	Which of the following is not a category of worker?		
a.	Permanent	b.	Temporary
c.	Badli/Casual	d.	Consultant
99	What percentage is the employer's contribution under ESI Act, 1948?		
a.	4.75%	b.	4%
c.	5%	d.	3.5%
100	Which of the following is not included under the definition of wages under the Payment of Wages Act, 1936?		
a.	Basic wage	b.	Dearness allowance
c.	Gratuity	d.	Incentive

## Answer key

### DEPUTY SUPERINTENDENT OF ESTABLISHMENT

Que No.	Ans	Que No.	Ans	Que No.	Ans	Que No.	Ans
1	d	26	a	51	c	76	d
2	a	27	c	52	c	77	d
3	a	28	a	53	b	78	a
4	c	29	b	54	d	79	d
5	c	30	d	55	c	80	d
6	d	31	a	56	d	81	c
7	a	32	b	57	a	82	b
8	d	33	b	58	c	83	d
9	b	34	c	59	a	84	a
10	c	35	a	60	d	85	a
11	a	36	a	61	d	86	c
12	b	37	a	62	c	87	b
13	b	38	b	63	c	88	c
14	b	39	b	64	c	89	c
15	c	40	c	65	c	90	d
16	d	41	a	66	b	91	b
17	c	42	b	67	d	92	b
18	c	43	b	68	c	93	a
19	d	44	a	69	d	94	d
20	a	45	c	70	c	95	d
21	d	46	b	71	c	96	a
22	c	47	b	72	a	97	c
23	a	48	b	73	b	98	d
24	d	49	a	74	c	99	a
25	c	50	b	75	c	100	c