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**BHARAT SANCHAR NIGAM LIMITED**

**Junior Accounts Officer Part II Internal Competitive  
Examination against 40% Quota**

**Paper-I**

**Telecom Accounts-I Theory**

**(Without Books)**

Time : 2 Hours

Maximum Marks : 100

**INSTRUCTIONS FOR CANDIDATES :**

1. Candidate should read and strictly observe the instructions printed on the cover page of their answer books and on the enclosed question paper.
2. Candidate should write his/her Roll Number on the top of the first or title page of the answer book and should not write his/her name/roll no. anywhere else in the answer book.
3. All answers should be answered in English or in Hindi only.
4. In case of any doubt, discrepancy and ambiguity in the Hindi version, the English version should be treated as final.
5. Put the correct number of questions in the margin at the beginning of each answer.
6. Use of simple electronic calculator is permitted.

**PAPER - I**

**TELECOM ACCOUNTS - I**

**(THEORY - WITHOUT BOOKS)**

**There are SIX questions in All.**

**Question No. I and II are Compulsory.**

**Answer any THREE of the Remaining Questions.**

**Max. Marks : 100**

✓ **Qn. No. I**

1. Responsibilities of a government servant supplied with government funds for expenditure.
2. Name four purposes for which Disbursing Officer may permit withdrawal of funds.
3. What should a disbursing officer do when bills presented for payment contain
  - (a) obvious inaccuracies which can be corrected
  - (b) doubtful items.
4. Define a bill, in the context of a claim and differentiate between a bill and a voucher.
5. What is
  - (a) Prerequisite for drawing the pay or allowances of a transferred employee.
  - (b) Time limit for raising a claim against the government.
  - (c) Time limit within which the claim for travelling allowances should be made
  - (d) Time limit within which reimbursement of LTC should be claimed.
  - (e) Period of validity of a pay order.
6. How should corrections/alterations be made in a bill?
7. Give a specimen of preliminary acknowledgement of the receipt of cheque.
8. What is meant by verification of Cash book, what does it imply? Who is responsible for verification of cash book? (2½ × 8)

✓ **Qn. No. II**

Define :

1. Advice Note.
2. Subscriber Record Card.
3. Calendar of Returns.
4. Collect call.
5. Junction line.
6. OYT scheme.
7. Private Branch Exchange.

8. Radial Distance.
9. Telecommunication.
10. Casual Connection. (2 × 10)

**Qn. No. III**

1. Functions of Telephone Revenue Accounts unit.
2. Various categories of receipts of telephone branch.
3. Termination of Registration.
4. What is a disconnection list? Who prepares it? Describe the flow of disconnection list. What actions are required to be done by the TRA unit on a returned disconnection list? (5 × 4)

**Qn. No. IV**

1. Guiding principles of Financial propriety to be followed by Government officers who are empowered to incur or authorise the expenditure from public funds. (10 × 1)
2. (a) Write a short note on Voluntary Deposit Scheme.  
(b) CCB PCOs (Unmanned). (5 × 2)

**Qn. No. V**

- (a) When can a telephone be restored without payment of reconnection charges and by whom.
- (b) What is operating ratio? How is it calculated and what is its significance?
- (c) How is Average revenue per DEL calculated? How is the number of DELs arrived at for this purpose? Illustrate with an example for a three month period.
- (d) Write a note on recovery of telephone dues on installments. (5 × 4)

**Qn. No. VI**

1. Write a short note on safe custody.
2. What do you mean by annual – biannual plans? How are the charges adjusted in case of surrender of connection / change of plan prior to hire period?
3. Write a note on free insurance coverage facility of telephone customer of BSNL.
4. Write full forms of the following :
  - (a) PRBT.
  - (b) GPRS.
  - (c) IVRS.
  - (d) MMS.
  - (e) RTMS.
  - (f) SIM.
  - (g) PSTN.
  - (h) CDMA.
  - (i) FLPP.
  - (j) IFWT. (5 × 4)