

17. DECISIONMAKING

This chapter deals with questions in which you have to decide upon the course of action to be taken upon a candidate who has applied for a vacancy or allotment or membership to an institution, keeping in mind the essential requisites and the data given for the candidate.

TYPE 1

In this type of test, a vacancy is declared. The necessary qualifications required in the candidates coming up to fill the vacancy are provided and the merits of the candidates mentioned. The decision about each candidate has to be made from amongst the five choices named (a), (b)%, (c), (c/), (e) which state the courses of action to be taken as per the candidate's potentials.

Example: *Study the following information carefully and answer the questions given below it.*

Following are the qualifications necessary for the recruitment of a Librarian in a State University.

The candidate must :

- (1) have a Master's degree in Library Science with at least 55% marks or its equivalent grade and a consistently good academic record.
- (2) have one year specialisation in an area of Information Technology/Archives and Manuscript-keeping Master's Degree in an area of thrust in the institution.
- (3) have at least ten years' experience as a Deputy Librarian in a University.
- (4) bear an evidence of innovative library service and organisation of published work.

In the case of a candidate who :

- (5) has a **15** years' experience as a College Librarian, the case may be referred to the Vice Chancellor.
- (6) has obtained less than 55% marks in Library Science but has 13 years' experience as a Deputy Librarian in a University, the case may be referred to the Registrar of the University for his consideration.
- (7) has M.Phil/Ph.D. degree in Library Science/Information Science/Documentation/Archives and Manuscript-keeping but has only ten years' experience as a College Librarian, the condition at (1) may be waived.

Based on the above conditions and the information provided against each of the candidates in the questions given below, decide which of the following courses of action should be taken against each candidate.

Mark answer (a) if the candidate is to be selected; (b) if the candidate is not to be selected; (c) if the data are inadequate; (d) if the case is to be referred to the Registrar and (e) if the case is to be referred to the Vice Chancellor.

1. Amit Sharma having Masters Degree in Library Science with 70% marks and with one year specialisation in an area of Information Technology joined as a

Librarian in the Indian College on 22nd January, 1977. He also holds a certificate of innovative library service in the college.

2. Rahul Sehgal, an M.Phil in Library Science has been a Deputy Librarian in the Rohilkhand University since 27th August, 1980. He also bears Master's Degree in Archives and Manuscript-keeping. He holds the evidence of innovative organisation of published work of the college students doing Ph.D.
3. Sanjay Verma has been a Deputy Librarian in the IMS University since 1973. He holds an evidence of contributing library service in the same institution. He has a Masters Degree in Library Science with 53% marks.
4. Ramesh Singhania holding a Ph.D. degree in Library Science has one year specialisation in Archives and Manuscript-keeping. He has been a Deputy Librarian in the Assam University since 11th April, 1982. He also bears a certificate of innovative library service in a public library for three years.
5. Sunil Garewal has been a College Librarian since 15th December, 1975. He holds an M.Phil Degree in Library Science.

Solution :

1. Clearly, the candidate Amit Sharma fulfils conditions (1), (2) and (4) evidently. Further, being a College Librarian for 16 years, he satisfies condition (5). So, the answer is (e).
2. Rahul Sehgal, being an M.Phil satisfies condition (7) so that condition at (1) is waived. Then, he satisfies conditions (2), (3) and (4) evidently. So, he is selected and the answer is (a).
3. Candidate satisfies condition (4) evidently. Being a Deputy Librarian for last 25 years, he satisfies condition (3). But having marks less than 55%, he violates the condition (1) and no the answer is (6).
4. The candidate, being a Ph.I) satisfies condition (7) so that condition at (1) is waived. He satisfies o>nditions (2) and (4) evidently and being a Deputy Librarian for 16 years, he satisfies condition (3). So, the answer is (a).
5. Here, informations on the candidates regarding (2) and (4) are not mentioned. So, the answer is (c).

EXERCISE 17A

Directions (Questions J to 5) : Read the following information to answer the given questions : (S.B.LP.O.1997)

Following are the criteria for selecting a marketing officer by a company.

The candidate must :

- (1) be a graduate with at least 50% marks.
- (2) have secured at least 40% marks in the written test.
- (3) not be less than 24 years and more than 29 years as on 10th October, 1997.
- (4) should have work experience of at least two years as an officer.

However, if a candidate :

- (5) fulfils all other criteria except at (4) above but has a diploma in Marketing Management, his/her case is to be referred to General Manager, Marketing.
- (6) fulfils all other criteria except at (3) above but has worked as Marketing Officer at least for three years, his/her case is to be referred to Director, Marketing.

Based on the above criteria and the information given in each of the following questions, you have to take the decision in regard to each case. You are not to assume anything. These cases are given to you as on 10th October, 1997.

Mark answer (a) if the candidate is to be appointed; mark answer (b) if the candidate is not to be appointed; mark answer (c) if the data given are not sufficient to take decision; mark answer (d) if to be referred to General Manager — Marketing; and mark answer (e) if to be referred to Director — Marketing.

1. Amit Khanna, born on 5th June, 1973, has done his post-graduation in Marketing Management with first class. He has secured 50% marks in the written test. He has been working in an organisation as a Marketing Officer for the last four years. #"
2. Rohit Verma has been working in an organisation as Officer for the last ten years. His date of birth is 17th February, 1964. He has secured 60% marks in the degree examination and 40% marks in the written test.
3. Manju Sharma is a first class graduate and has done a diploma in Marketing Management. She has secured 50% marks in the written test. She was 23 years old as on 5th September, 1996.
4. Nitin Narang was born on 25th August, 1975. He has secured 60% and 50% marks in graduation and in the written test, respectively. He has been working in an organisation as Officer for the last four years.
5. Suman Malhotra is a graduate with first class and has secured 60% marks in the written test. She has been working as an Officer for the last three years. She was born on 20th May, 1972.

Directions (Questions 6 to 15) : Study the following information carefully and answer the questions given below it:

Following are the criteria for allotment of residential accommodation by an organisation to its employees.

The employee must :

- (1) have completed at least 10 years in this unit of the organisation out of which at least 4 years in the supervisory cadre.
- (2) not have more than five members in the family.
- (3) have at least 5 years of service remaining, the retirement age being 58 years.
- (4) not have his/her own house. • '
- (5) not be staying in a house owned by his/her spouse.

In the case of an employee who :

- (6) satisfies all other criteria except at (1) above and joined the organisation as a Manager, should be referred to the Director, Finance.
- (7) satisfies all other criteria except at (3) above at present working as a Senior Manager, is to be referred to the Managing Director.
- (8) has been transferred from another city, the condition (1) may be waived.

Based on the above criteria and on the basis of the information provided in case of each employee in each of the following questions, you have to decide whether or not, accommodation is to be provided or the case is to be referred to higher authority. You are not to assume anything. All these cases are presented before you as on 31st July, 1996.

Mark answer (a) if the employee is to be provided with accommodation; mark answer (b) if the employee is not to be provided with accommodation; mark answer (c) if the complete information as regards all the above criteria are not provided in the question; mark answer (d) if the case is to be referred to the Director, Finance; mark answer (e) if the case is to be referred to the Managing Director.

6. Deepak Aggarwal has joined the organisation four years back as an Officer. He stays with his wife and two children. Neither he nor his wife owns a house.
7. Vishal Agnihotri joined the organisation as a Manager in 1990 and was 30 years old as on 15th August, 1993. He has four members in his family. Neither he nor his wife owns a house.
8. Dev Kohli stays in a rented house with his wife and three children. His date of birth is 12th July, 1949. He has been working in the organisation for the last twelve years out of which five years as a Manager.
9. Sumit Nijhawan has recently been transferred from another office and was 53 years old as on 6th February, 1996. He has been working in the organisation for the last twenty years out of which ten years as a Manager. There are four members in his family. Neither he nor his wife owns a house.
10. Sanjay Kumar has three members including himself in the family. Neither he nor his wife owns a house. He is a Senior Manager for the last four years and has been working in the organisation for the last twelve years. He will be retiring from the organisation in the year 2002.
11. Geeta Mathur joined the organisation in 1979 when she was twenty-eight years old as an Officer. She is unmarried and stays with her mother in a rented house. She does not own a house.
12. Rakesh Jain has been working in the organisation for the last eight years out of which five years as an Officer. He was 52 years old as on 5th May, 1994. He stays with his wife and one son. Neither he nor his wife owns a house.
13. Madhu Jindal was promoted as a Supervisor five years back after joining the organisation in 1983 as a clerk. She stays with her husband and two children in a rented house and she does not own any house. She was 42 years old as on 23rd April, 1995.
14. Nikunj Bansal has been working in this unit for the last 15 years and has one son and two daughters along with his wife in the family. Neither he nor his wife owns a house. His date of birth is 12th January, 1954.
15. Pratibha Sinha has been working in the organisation for the last ten years out of which five years as an Officer. Her date of birth is 18th June, 1944. She stays with her husband and three children. Neither she nor her husband owns a house.

Directions (Questions 16 to 25): Study the following information carefully and answer the questions given below it.

Following are the conditions to appoint a Distributor for petroleum gas throughout Delhi :

The applicant should —

- (1) be an Indian by nationality.
- (2) be in the age group of 21-50 years on 5th September, 1997.
- (3) be minimum Matriculate or recognised equivalent.

- (4) be a resident of Delhi for not less than 5 years immediately preceding the date of application.
 - (5)** have family income of not more than Rs. 50,000 annually.
 - (6) not have any dealership in any oil company.
 - (7) have no close relatives as a dealer/distributor of any oil company.
- However,
- (8) restrictions relating to annual income, would not be applicable to persons working in corporations, owned or controlled by State government, but the case shall be referred to the Managing Director.
 - (9) for unemployed graduates, conditions at (6) and (7) may be waived. -
 - (10) if a person belongs to SC/ST but is not a resident of Delhi, the case may be referred to the Chairman.

On the basis of the above conditions and the informations provided against each applicant, decide which of the following courses of action should be taken.

Mark answer (a) if the applicant is selected; (b) if the candidate is not selected; (c) if the data is inadequate; (d) if the case is to be referred to the Managing Director and (e) if the case is to be referred to the Chairman.

- IB.** Amandeep is an unemployed graduate who has been living in Delhi since 1987. He is a citizen of India and his date of birth is 2nd February, 1974. His father is the only earner in the family drawing Rs. 800 per month.
- 17.** Raju Narayan is a matriculate who has been living in Delhi since August 1992. He was born on 7th November, 1957. His family income is less than Rs. 25,000 per annum and he has no close relatives as a dealer of any oil company.
- 18.** Kishen Gopal born on 22nd January, 1967 is an Indian by nationality[^]. He is a matriculate having dealership in Tamsha Oil Company. His family income is Rs. 21,000 per annum and he is a resident of Delhi since 1978. He has no close relatives as dealer/distributor in any oil company.
- 19.** Balvinder Singh working in the State Corporation is an Indian by nationality and is 23 years of age. He is a graduate and his family income is Rs. 60,000 per annum. He has been in Delhi for 7 years. He does not himself nor has any of his relatives working as distributor or dealer in any oil company.
- 20.** Parvesh Kaur, an Indian born in 1974, is an Intermediate staying in Delhi since 1983. He does not hold any dealership in any oil company and the income of his mother, the sole earner, is not more than Rs. 500 per month.
- 21.** Chaluka, an Indian resident of Mumbai, is a matriculate with a family income of Rs. 20,000 per annum. His date of birth is 15.3.76. He does not have any dealership in any oil company nor has any close relative as dealer or distributor. He is an SC candidate. '
- 22.** 27 years old Indian, Naresh Saini is an unemployed graduate and a resident of Delhi since 1988. He has a family income of Rs. 16,000 per annum.
- 23.** Pran Chaturvedi working in Haryana State Corporation, has been living in Delhi for 5 years and has passed Senior Secondary. He is a citizen of India born on 13th June, 1973. His family's annual income is Rs. 75,000. Neither he nor any of his relatives has a dealership or distributorship of any oil company.

24. Maninder Vohra, aged 33 years, is an unemployed graduate and an Indian by nationality. His family income is Rs. 55,000 annually and he has been living in Delhi for 12 years now.
25. Prashant Kohli, an Indian citizen, has no dealership in any oil company nor has any close relatives doing the same job. His family income is Rs. 1,500 per month.

Directions (Questions 26 to 35) : Read the following information carefully and answer the questions based on the given information. **(Bank P.O. 1994)**

Following are the criterion for admitting a student in a Medical course.

The student must —

- (1) have passed XIIth Std. Science examination with Biology and have secured at least 60% marks.
- (2) bfe of 18 years of age as on September 1, 1994.
- (3) have obtained 70% marks in the entrance test.
- (4) be able to pay Rs. 20,000 at the time of admission.

In the case of a candidate, who satisfies all other criterion except at :

- (5)' (3) above, but has obtained 90% marks in the XIIth Std. Science examination, should be referred to the Principal.
- (6) (4) above, but can pay Rs. 10,000 at the time of admission, can be provisionally admitted.

You are given the following cases as on September 1, 1994. Depending upon the information provided in each case and based on the criterion mentioned above, recommend your decision. You are not to assume anything.

Give answer (a) if the student is to be admitted, (b) if the student is not to be admitted; (c) if the student is to be referred to the Principal; (d) if the student is to be admitted provisionally, and give answer (e) if the data are inadequate.

26. Ashok Garg was born on 3rd October, 1973. He has secured 90% marks in the XIIth Std. Science examination with Biology and 60% marks in the entrance test. He can pay the admission fees of Rs. 20,000.
27. Vinay Kumar secured 60% marks in the XIIth Std. Science examination with Biology. He secured 75% marks in the entrance test and can pay admission fee of Rs. 15,000 at the time of admission.
28. Asha Thakur was born on 20th October, 1975. She has secured 68% marks in her XIIth Std. examination in Science with Biology and has secured 75% marks in the entrance test. She was born on 20th October, 1975. She can pay the admission fee of Rs. 20,000.
29. Pankaj Goel was 17 years old as on 11th September, 1993. He has secured 90% marks in his XIIth Std. Science examination with Biology. He has secured 75% marks in the entrance test and can pay the admission fee of Rs. 20,000.
30. Anuradha Patel has secured 70% and 80% marks in XIIth Std. and entrance test respectively. Her date of birth is 9.6.1976. She can pay the admission fee of Rs. 12,000.
31. Rakesh Yadav was born on 4th July, 1976. He has secured 80P% marks in the entrance test. He has secured 85% marks in the XIIth Std. Science examination with Biology. He can pay the admission fee of Rs. 15,000.

32. Meeta Chandra has secured 70% marks in the entrance test and 60% marks in her XIIth Std. Science examination with Biology*. She can pay the admission fee of Rs. 20,000 and was born on 7th November, 1978.

Directions (Questions 33 to 42): Read the following directions and answer the questions given below it : **(Bunk P.O. 1996)**

The Selection Committee of a company laid down the following criteria of selection for the post of Manager — Accounts :

- (1) The candidate must be a post-graduate in Commerce.
- (2) The candidate must have completed 21 years and should not be more than 35 years as on 31.7.1996.
- (3) If the candidate does not satisfy the criterion in (1) above but has completed his CA examination he will be referred to Director — Finance, who can allow the candidate to appear in the interview if otherwise eligible.
- (4) If the candidate fulfils all the criteria mentioned in (1) and (2) above, he/she will be called for group discussion.
- (5) The candidate must get 50% marks to qualify in the group discussion.
- (6) If the candidate qualifies in the group discussion he/she will be called for interview.
- (7) The candidate must get 30% marks in the interview (out of 50) to get finally selected.

Based on the above criteria, decide which of the following courses of action should be taken in the case of candidates described in each of the following questions.

Mark answer (a) if the candidate can be selected; mark answer (b) if the candidate is to be referred to Director — Finance; mark answer (c) if the candidate can be called for group discussion; mark answer (d) if the candidate can be called for interview; mark answer (e) if the candidate cannot be selected.

33. Mr. Das is M.Com. and his date of birth is 30.6.1961.
34. Mrs. Krishnamurthy is a qualified CA and was 25 years old on 31.7.1987.
35. Mr. Kant, a post-graduate with Commerce obtained 70% marks in group discussions and secured 20 marks in interview. He was 35 years as on 31.7.1996.
36. Mrs. Desai is a post-graduate in Economics and her date of birth is 3.4.1965.
37. Mr. Patel, a post-graduate was permitted by Director — Finance. He was born on 30.5.1963. He obtained 12 marks in interview.
38. Mr. Mathur is a Ph.D. in Commerce and was 34 years old on 1.8.1995. He obtained 14 marks in interview.
39. Mr. Roy is a Commerce graduate, has passed his CA examination and was born on 18.4.1974.
40. Mr. Subramaniam whose date of birth is 4.5.1965 is a post-graduate with Commerce and has obtained 60% marks in the interview.

41. Mr. D' Souza who was born on 4.5.1965 did M.Com. one year back, he was the top candidate in the group discussion.
42. Mr. Jagdish, a post-graduate with Commerce, born on 3.4.1962, obtained 60% marks in group discussion.

Directions {Questions 43 to 52}: Read the following information carefully and answer the questions given below it

Following are the conditions for selecting managers by a company.

The candidate must —

- (1) be a graduate in Commerce with 60% marks.
- (2) have ICWA or CA as conditional qualification.
- (3) have worked at least 10 years in supervisory position.
- (4) not be more than 40 years as on 20.3.1993.
- (5) have fluency in English and Hindi.

In the case of a candidate —

- (6) who fulfils all conditions except at (1) above but has *post-graduate* degree with Accountancy or Economics, the case will be referred to the Finance Director
- (7) who fulfils all conditions except at (2) above but has an M.B.A. degree from a reputed management institute, the case will be referred to the Managing Director.
- (8) working in the same company for the last 15 years as an accountant, the condition at (3) above may be waived but the case will have to be referred to the General Manager — Accounts for his comments.
- (9) who does not provide the complete information, the application will be rejected and the candidate will not be selected even if he satisfies all other conditions.

On the basis of the above conditions and the information provided in each question below, decide which of the following courses of action should be taken against each candidate.

Mark answer (a) if the candidate is not to be selected; (b) if the candidate is to be selected; (c) if the case is to be referred to the General Manager — Accounts; (d) if the case is to be referred to the Director — Finance; and (e) if the case is to be referred to the Managing Director.

43. Madhav Singh is a first class Commerce graduate and has completed his M B.A. course from a reputed management institute. He was 35 years old as on 18th September, 1992. He is fluent in English and Hindi. He has been working as a supervisor for the last six years.
44. Vandana Yadav is a Commerce graduate with 68% marks. She was 34 years old as on 5th January, 1993. She is fluent in Hindi and English and also is a Chartered Accountant. She has been working in an organisation as a supervisor for the last 16 years.
45. Umesh Gupta has achieved M B A. degree from Delhi and has done graduation in Commerce with 70% marks, but is not a CA. His date of birth is 13th February,

1953. He has achieved fluency in English and Hindi and has been working as supervisor in the Yamu Plastic Company since 1976.
46. Atul Mehta is a CA and a graduate in Commerce with 63% marks. He is fluent in English and Hindi and has been working as a senior accountant in the same company since 1970. He is 32 years of age.
47. Aarti Pradhan was 39 years old on 10th February, 1992. She is a Commerce graduate with 65% marks and also has a ICWA certificate. She has been working as a supervisor for the last 12 years and she is fluent in Hindi and English
48. Preeti Dhawan is a post-graduate in Economics with 68% marks in graduation. Her date of birth is 30th December, 1955. She is fluent in Hindi and English. She has got her ICWA certificate. She has been working as a supervisor in a large pharmaceutical organisation for the last 12 years.
49. Sameer Dewan is a Commerce graduate with second class. He was 35 years old on 10th April, 1990. He is also a CA and fluent in Hindi and English. He has been working in supervisory cadre for the last 15 years.
50. Kanak Chandra is an M.B.A. with First Class Commerce Degree. He has been working as a Deputy Manager since January, 1981. He is fluent in Hindi and English and was born on 14th July, 1952.
51. Kailash Patwardhan is a graduate in Commerce with 72% marks. He has been working as a supervisor in Prakash Fittings Ltd. since 1979. He is 42 years of age and is fluent in Hindi and English.
52. 47 year old Alok Desai has been working as General Accountant in the same company since 19th January, 1978. He is a CA and a Commerce graduate with First Class. He is fluent in English and Hindi

Directions (Questions 53 to 62) : Study the following information and answer the questions given below it :

(Bank P.O. 1993)

Following are the criteria for allotment of cabins in an organisation. The cabins have the following three features :

- (i) Air-conditioned (AC)
- (ii) Independent
- (Hi) With Ante-Room

The following criteria are followed :

- (1) For being entitled for any type of cabin an employee must have completed at least 10 years of service in the organisation.
- (2) His basic salary should be above Rs. 4,000.
Further —
- (3) if the employee is holding the position of Senior Manager, provide Independent. AC cabin.
- (4) if the employee has been in the position of Manager for the last 5 years, provide an Independent cabin.
- (5) if the employee is in the position of Branch Manager or for more than 3 years has been holding the position of Senior Manager, provide an Independent, AC cabin with ante-room.
However, if —

- (6) an employee has not completed 10 years of service but has at least 7 years of service and is in the position of Branch Manager, provide an Independent cabin.
- (7) an employee has been Manager for less than 5 years but has completed 15 years in the organisation, should be provided Independent cabin.

The following cases are given to you as on 1.4.1993. Based on the above criteria, decide about the allotment of cabin. You are not to assume anything.

Give answer (a) if cabin is not to be provided; give answer (b) if Independent cabin is to be provided; give answer (c) if Independent, AC Cabin is to be provided; give answer (d) if Independent, AC cabin with Ante-Room is to be provided and give answer (e) if the information given is not adequate to take decision.

- 53. Sudhir Gopal joined the organisation in 1980. Last year he was promoted as Manager. His basic salary is Rs. 5,000.
- 54. Rajan Khurana joined the organisation in 1975. His basic salary is Rs. 8,200. At present he is Branch Manager.
- 55. Pankaj Mehta joined the organisation in 1975. He was promoted as Manager in 1990. His basic salary is Rs. 5,100.
- 56. Ajay Bhatnagar joined the organisation as Branch Manager, 8 years back. His basic salary is Rs. 7,000.
- 57. Mukesh Maheshwari joined the organisation in 1981 on the basic salary of Rs. 4,200. Last year he was promoted as Senior Manager.
- 58. Varun Tiwari is a very Senior Branch Manager. His basic salary is Rs. 10,000.
- 59. Ashok Taneja joined the organisation in 1979. He was promoted as Senior Manager in 1988. His basic salary is Rs. 6,700.
- 60. Vipin Chandra joined the organisation as Manager in December 1982. His basic salary is Rs. 6,300.
- 61. Sarjeev Rana joined the organisation in 1984. He is holding the position of Branch Manager for the last 5 years. His basic salary is Rs. 8,000.
- 62. Mukul Mahajan joined the organisation in 1976. He has been holding the post of Manager for the last 3 years.

ANSWERS

- 1.(a): All conditions of eligibility are satisfied.
- 2. (c): Condition (3) is violated but it can be waived by condition (6), which is missing.
- 3. (d): The candidate satisfies all conditions except (4). But he fulfils condition (5) so that (4) is waived.
- 4. (e): The candidate satisfies condition (6) instead of condition (3).
- 5. *iai*: All conditions of eligibility are satisfied.
- 6. (c>: Conditions (1) and (3) are missing.
- 7. *ia*: All conditions of eligibility are satisfied.
- 8. (c): Condition (4) is missing.

9. (6): Having less than 5 years of service remaining, the candidate does not satisfy condition (3).
10. (e): The candidate satisfies conditions (2), (3), (4) and (6). and condition (7) instead of (1).
11. (a): All conditions of eligibility are satisfied.
12. (6): Conditions (1) and (3) are not satisfied.
13. (a): All conditions of eligibility are satisfied.
14. <c): Condition (1) is missing.
15. ia): All conditions of eligibility are satisfied.
16. (a): The candidate satisfies all conditions except (6) and (7). But he fulfils condition (9) so that (6) and (7) are waived.
17. (c): Condition (1) is missing.
18. (6): Having dealership in an oil company, the candidate does not satisfy condition (6).
19. (tf) : Condition (8) is fulfilled instead of condition <5).
20. (c): Condition (7) is missing.
21. (e): Condition (10) is satisfied instead of condition (4).
22. a): All conditions of eligibility and condition (9) instead of conditions (6) and (7) are satisfied.
23. (d): The candidate satisfies condition 18) instead of condition (5).
24. ib): Having a family income of more than Rs. 50,000 despite not working in a State Corporation, the candidate does not satisfy condition (5).
25. (c): The age of the candidate is not mentioned.
26. (c): The candidate satisfies condition (5) instead of condition (3).
27. ie): The age of the candidate is not mentioned.
28. (a): All conditions of eligibility are satisfied.
29. (6) : Being less than 18 years old on 1st September, 1994, the candidate does not satisfy condition (2).
30. (e): Whether the candidate had Biology in XIIth Std. or not is not mentioned
31. (tf): The candidate satisfies condition (6) instead of condition (4).
32. (6): The candidate does not satisfy condition (2).
33. (e): The candidate does not satisfy condition (2).
34. (6): The candidate satisfies condition (2) and condition (3) instead of condition <1).
35. ia): The candidate satisfies all conditions of selection.
36. <e): Condition (1) is not satisfied.
37. (e): Getting 24% marks in interview, the candidate does not satisfy condition (7).
38. ie): Getting 28ff marks in interview, the candidate does not satisfy condition (7).
39. (6): The candidate satisfies condition (2), and condition (3) instead of condition *1).
40. (a): The candidate has passed the interview. This means that he satisfies all conditions for selection.
41. d) : The candidate satisfies conditions (1) and (2J and has qualified in group discussion. So, by condition (6), he can be called for interview.
42. (tf): The candidate satisfies conditions (1) and <2> and has qualified in group discussion.
43. (a): Condition (3) is not satisfied.

44. (6): All the conditions of eligibility are satisfied.
45. *ie*) : Being an M BA but not a CA, the candidate satisfies condition (7) but not condition (2).
46. (c) : Condition (8) is satisfied instead of condition (3).
47. (6): Candidate satisfies all the five conditions required for selection.
48. *id*): Being a post-graduate in Economics, the candidate satisfies condition (1) instead of condition (1).
49. (o): Being a Commerce graduate in second class (less than 60% marks) condition (1) is not fulfilled.
50. *ie*) : Being an M.B.A. and not a CA. the candidate satisfies condition (7) instead of condition (2).
51. *ia*): Being 42 years old, he does not satisfy condition (4).
52. (c): Candidate satisfies condition (8) instead of condition (3).
53. (a): The candidate has not been Manager for five years nor he has completed 15 years in the organisation.
54. *id*): The candidate satisfies conditions (1), (2) and (5).
55. (6): The candidate satisfies conditions (1) and (2), and condition (7) instead of condition (4).
56. (b): The candidate satisfies condition (2), and condition (6) instead of (1).
57. (c): Conditions (1), (2) and (3) are satisfied.
58. *ie*): Condition (1) is missing.
59. *id*): The candidate satisfies conditions (1), (2) and (5).
60. (f): Conditions (1), (2) and (4) are satisfied.
61. (6) : The candidate satisfies condition (2), and condition (6) instead of condition (1).
62. (e) : Condition (2) is missing.

TYPE 2

Example : Read the information given below and answer the questions that follow :

Following are the qualifications for applicants to the post of Lecturer in Rohtak University.

The candidate must —

- (1) have good academic record.
- (2) have at least 55% marks or an equivalent grade at Master's Degree Level in the relevant subject from an Indian University.
- (3) have knowledge of Hindi/Sanskrit upto Metric standard.
- (4) have cleared the eligibility test for lecturership of UGC/S.I.K. or a similar accredited state level test.
- (5) have been awarded Ph.D. degree upto 13.12.95.
- (6) who have passed U(KVCSIR examinations, the conditions at (4) may be waived.
- (7) who will submit their Ph.D. thesis upto 31st December, 1997, the case may be referred to the Registrar.
- (8) who are University appointed teachers through the regularly constituted selection committee before 1.6.96 but are not Ph.D.'s, the case may be referred to the Vice Chancellor.

On the basis of the above conditions and the information provided in each question, decide which of the suggested courses of action should be taken against each candidate and hence choose the correct alternative.

1. Mukul Matugan with a good academic record and with 80 fc marks in M.Sc. from Meerut University, has cleared up eligibility test for lecturership of UGC and is a Ph.D. He has the basic knowledge of Hindi upto Metric standard,
 (a) Select (b) Do not select
 (c) Data inadequate id) Refer to Registrar
 ie) None of these
2. Narottam Singh, a Ph.D. in Geography, has good academic record and a knowledge of Sanskrit upto Metric standard. He has cleared up the CSIR test.
 ia) Do not select (5) Refer to Vice-Chancellor
 ic) Refer to Registrar (d) Data inadequate
 ie.) None of these
3. Manu Bhargava shall submit his Ph.D. thesis on the topic of message coding by 25th April. He has a certificate of good academic record throughout with 76% marks in M.Sc. Mathematics. He has qualified the UGC test and is well versed in Hindi.
 ia) Refer to Registrar (6) Select
 (c) Do not select id) Refer to Vice-Chancellor
 ie) None of these
4. Ajit Mishra with 60% marks in M.A. Economics is a teacher appointed by the Selection Committee. He is not yet a Ph.D. although he has a good academic record. He has qualified the UGC test for lecturership and has studied Hindi upto B.A.
 (a) Refer to Vice-Chancellor (b) Data inadequate
 (c) Do not select (rf) Select
 (e) None of these
5. Rxya Ramaiah with 80% marks in M.A. English is also a Ph.D. He has had a good academic record and has qualified the S.I.R. test. He has studied Sanskrit upto VHIth Std. but does not know Hindi.
 (a) Data inadequate (6) Do not select
 (c) Refer to Registrar (d) Refer to Vice-Chancellor
 (c) None of these
6. Mahesh Sultan shall submit his Ph.D. thesis by August 1997. Bearing a badge of being a good student throughout, he has done his M.Sc. securing 87% marks. He has studied both Hindi and Sanskrit upto Xth Std. and has also qualified the UGC test.
 (a) Select (6) Do not select
 (c) Data inadequate id) Refer to Registrar
 (e) None of these

Solution s

1. The candidate satisfies conditions (1), (2), (3), (4) and (5) and so is eligible to be selected. Hence, the answer is (a).
2. Clearly* condition (2) is missing. So, the data is inadequate. Hence, the answer is (rf).
3. The candidate satisfies conditions (1), (2), (3), (4) and (7). So, the case is to be referred to the Registrar. Hence, the answer is (a).
4. The candidate satisfies conditions (1), (2), (3), (4) and (8). So, the case is to be referred to the Vice-Chancellor. Hence, the answer is (ia).
5. The candidate satisfies conditions (1), (2), (4) and (5) evidently. But having studied Sanskrit upto VJHth Std, he does not satisfy condition (3). So, the candidate should not be selected. Hence, the answer is (6).
6. The candidate satisfies conditions (1), (2), (3) and (4) evidently. He is not Ph.D. but shall submit it before the proscribed date. So, condition (7) is satisfied and the case is to be referred to the Registrar. Hence, the answer is (c).

EXERCISE 17B

Directions (Questions 1 to 7) : Read the following information carefully and answer the questions given below : (Bank P.O. 1997)

Following are the conditions for allotment of flats built by Town Council in the newly developed area of city — Gurgaon.

The applicant must —

- (1) produce domicile certificate of the State.
- (2) be employed or self-employed in Gurgaon for a minimum of 5 years.
- (3) be ready to pay the entire amount in 5 years period.
- (4) not be owner or co-owner (if spouse is owner) of residential accommodation in the city limits of Gurgaon.
- (5) not be less than 35 years of age as on December 31, 1996.

In the case of applicant who satisfies all other criteria except —

- (6) at (1) above, be referred to the President of Town Council.
- (7) at (2) above, but is ready to produce ration card for last five years, should be referred to Vice-Chairman of the House Allotment Committee.
- (8) at (3) above, but is freedom-fighter or ex-serviceman or first relation (son/daughter/husband/wife or freedom fighters/ex-servicemen), should be referred to Chairman of House Allotment Committee who can give concession for payment upto 15 years in such cases.

The last date for receipt of application was December 31, 1996. Conditions set out in terms of age or duration of stay are to be fulfilled as on December 31, 1996.

Based on these criteria and information provided below, decide the course of action in each case. You are not to assume anything. The cases are given to you as on J. 1.1997.

1. S.C. Gupta, the son of an industrialist from other state who has set his factory* in 1990, has a domicile certificate of the State. He is ready to pay the entire amount in 4 years, if required. He does not own a house in Gurgaon city limits but his wife owns a flat in Gurgaon. His date of birth is 11.11.1960.

(a) Allot flat	(/>) Do not allot flat
(c) Refer to President	id) Refer to Chairman

 U>) Data inadequate
2. Mrs. Swati Sen aged 45 is wife of an ex-serviceman. She has been staying in rented house in Gurgaon for last 10 years. She is having certificate of domicile of the State. She is not employed anywhere. She is ready to pay the entire amount in 10 years.

(a) Refer to Vice-Chairman	(6; Allot flat
(c) Data inadequate	(d) Do not allot flat

 (e) Refer to Chairman
3. Manmohan is 38 years old senior clerk in the local builders office in Gurgaon. He has put in service of 13 years but still does not own a house. He has produced domicile certificate and is ready to pay the entire amount in 8 years. He is nephew of freedom fighter Kishenlal who stays in the nearby village.

(a) Allot flat	(6) Refer to Vice-Chairman
(c) Do not allot flat	id) Refer to Chairman

 (e) Data inadequate
4. Sachin Bhalla is a young businessman, domicile of the State, was born and brought up in Gurgaon. He can pay the entire amount in less than three years, if required. He has opened his shop on his 26th birthday, i.e., on 23rd February, 1989. He stays with his father but is not having any ownership rights in the house owned by his father.

(a) Do not allot flat	(6) Data inadequate
(c) Allot flat	(d) Refer to Chairman

 (e) Refer to Vice-Chairman
5. Ms. Uma Santosh is daughter of a renowned freedom fighter from other State. She is domiciled in the State and employed in the town council of Gurgaon for the last 6 years. She can pay the entire amount in 5 years. She has completed 34 years as on December 10, 1994. She does not own a house in Gurgaon.

(a) Refer to President	(6) Refer to Chairman
(c) Do not allot flat	(d) Allot flat

 (e) Data inadequate
- 6* Ms. Mahima Gupta is domicile of the State, a married woman of 36 years who has been running a beauty parlour in the city since 4th March, 1992. Her husband is employed in a nearby city but both of them do not own a house in Gurgaon. She can pay the entire amount in 5 years.

- (a) Allot flat (6) Do not allot flat
 (c) Refer to Chairman (d) Refer to Vice-Chairman
 (e) Data inadequate

7. Yusuf Khan is an ex-serviceman who is native of Gurgaon. He stays in a rented house and is working as security officer in a factory for the last two years after his retirement from the army at the age of 35 years. He has a ration card issued to him recently. He is ready to pay the entire amount in 5 years.

- (a) Data inadequate (6) Allot flat
 (c) Do not allot flat (d) Refer to President
 (e) Refer to Chairman

Directions (Questions 8 to 17) : Study the information given below and answer the questions that follow :

Following are the criteria for promotion from Grade D to E in one institute. The employee must —

- (1) be a graduate with minimum 50% marks.
- (2) not be more than 45 years of age as on 10.11.1997.
- (3) obtain the minimum prescribed marks in Promotion Test (PT). Minimum marks are Part A-35, Part B-25 and in Aggregate 70.
- (4) have at least 10 years of service in the institute out of which at least four years should be in Grade D.
- (5) not have any adverse remark in Confidential Report (C.R.).
However, if a candidate —
- (6) fulfils all other criteria except that at (2) and is less than 50 years, the case may be referred to the Governing Board.
- (7) fulfils all other criteria but does not have four years of service in Grade D, the case is to be referred to the Director provided the employee has obtained 120 or more marks in Aggregate in the Promotion Test.

Based on the above criteria and the information given in each of the following questions, you have to decide on the promotability of each case.

8. Kamal Ahuja joined the institute 9 years back in Grade C. After 2 years, he was promoted in Grade D with two increments. He got 76% in his graduation and was 30 years old as on 10.8.97. He has no adverse remark in his C.R.
- (a) To be promoted (6) Not to be promoted
 (c) Refer to Director (d) Refer to Governing Board
 (e) Data inadequate
9. Archana Sabharwal whose date of birth is 25.8.52 is a graduate with 51% marks. There is no adverse remark in her C.R. She has obtained 40 and 30 marks in Part A and B respectively of P.T. She has served the institute for 15 years and was promoted to Grade D six years back.
- (a) Refer to Governing Board (6) Data inadequate
 (c) Refer to Director (d) To be promoted
 (e) Not to be promoted

10. 30 years old Rachna Bansal has completed 11 years in the Institute and was promoted to Grade L_f two years back. She is a graduate with 65% marks and has obtained 130 marks in aggregate in P.T. with 80 marks in Part A and 50 marks in Part B. She does not have any adverse remark in her C.R.
- (a) Not to be promoted *ib)* Refer to Director
 (c) Data inadequate *id)* To be promoted
ie) Refer to Governing Board
11. Arvind Kumar who is in Grade D for the last five years is a graduate with 55% marks. He joined the institute in Grade C and was promoted after five years. He was 40 years old as on 28.4.1996 and does not have any adverse remark in his C.R. He has obtained 40 and 50 marks in Part A and B respectively of P.T.
- ia)* Data inadequate (6) To be promoted
 (c) Refer to Governing Board *d)* Refer to Director
e) Not to be promoted
12. Nitin Sharma obtained 40 and 30 marks* in Part A and Part B of P.T. respectively. He does not have any adverse remark in his C.R. He has completed 15 years of service out of which 6 years are in Grade D.
- (a) To be promoted (6) Not to be promoted
 (c) Refer to Director (rf) Refer to Governing Board
ie) Data inadequate
13. 42 year old Manish Shrivastava, who has put in 20 years of service in the institute, was promoted to Grade D three years back. He is a Science graduate with 60% marks and has obtained 80 marks in Part A and 45 marks in Part B of P.T. and there is no adverse remark in his C.R.
- (a) Not to be promoted (6) Refer to Governing Board
 (c) Data inadequate *id)* Refer to Director
e) To be promoted
14. Mohit Khurana has obtained highest marks among all the employees in the P.T. aggregate as well as in each part. He is a graduate with 80% marks. He was 47 years old as on 6.9.97 and there is no adverse remark in his C.R. He has completed 10 years of service in Grade D.
- (u) Refer to Governing Board *ib)* Refer to Director
ic) Not to be promoted *id)* To be promoted
 <*> Data inadequate
15. 32 year old Geeta Madhavan is a Home Science Graduate with 52% marks. She has completed 10 years of service in the institute in Grade D only. She has obtained 56% marks in Part A and 75 marks in aggregate in P.T.
- (a) To be promoted (6) Not to be promoted
 (c) Refer to Director (rf) Refer to Governing Board
ie) Data inadequate

Directions (Questions 16 to 22): Read the following information to answer the given questions :

Following are the conditions for selecting candidates for Research Fellowship :
 The candidate must —

- (1) be a post-graduate with minimum of 60% marks.
- (2) not be more than 30 years as on 1.9.1997.
- (3) have at least 3 years' research experience.
- (4) have diploma in Statistics.
- (5) have secured at least 55% marks in the entrance test.
- (6) have finalised the topic for research.

However, in the case of a candidate who fulfils all other criteria except —

- (7) (3) above but has M.Phil degree, should be given Fellowship.
- (8) (4) above should be referred to Dean.
- (9) (1) above but has at least 55% marks in post-graduation, should be wait-listed.
- (10) (5) above but has at least 50% marks, should be referred to Chairman.

Based on these criteria and information provided below, decide the course of action in each case. You are not to assume anything. These cases are given to you as on 1.9.1997.

16. Deepak Sareen has got diploma in Statistics with 60% marks and post-graduation with 56% marks. His date of birth is 20.12.1972. He has got 1 year research experience and is still doing his M.Phil. He has secured 60% marks in the entrance examination and has also finalised the research topic.
 - (a) Grant Fellowship
 - (b) Fellowship not to be granted
 - (c) Wait-list
 - (d) Refer to Dean
 - (e) Data inadequate
17. Ravi Vaswani has got 5 years' research experience and has finalised the research topic. He has got 56% marks in post-graduation and 60% marks in the entrance test. His date of birth is 24.2.1970. He has also got diploma in Statistics.
 - (a) Refer to Dean
 - (b) Data inadequate
 - (c) Grant Fellowship
 - (d) Fellowship not to be granted
 - (*) None of these
18. Surya Tripathi has secured 65% marks in the post-graduation and has secured 5 years' research experience. He has secured 65% marks in the entrance test and has finalised the research topic. His date of birth is 11.8.1969.
 - (a) Grant Fellowship
 - (b) Refer to Chairman
 - (c) Refer to Dean
 - (d) Wait-list
 - (e) None of these
19. Anu Saxena is 28 years old and has got 65% marks in post-graduation and 60% marks in M.Phil. He has got 65% marks in the entrance examination and has finalised the topic for research. He also had a diploma in Statistics.
 - (a) Refer to Chairman
 - (b) Refer to Dean
 - (c) Grant Fellowship
 - (d) Fellowship not to be granted
 - (e) Data inadequate

20. Raj Desai is 24 years old and has got 58% marks in the entrance examination. He has secured 63% marks in his post-graduation and 55% marks in M.Phil. He has got diploma in Statistics and has also finalised the topic for research.
- (a) Wait-list (6) Refer to Chairman
(c) Refer to Dean (d) Grant Fellowship
(e) Data inadequate
21. 26 years old Raveena Sethi is a post-graduate with 58% marks. She has got four years' research experience and has finalised the topic for research. She got 70% marks in the Diploma in Statistics and 54% marks in the entrance examination.
- (a) Grant Fellowship (6) Fellowship not to be granted
(c) Refer to Dean (d) Refer to Chairman
(e) Data inadequate
22. 26 years old, Sulochana Trivedi is M.Phil with 60% marks. She has secured 70% marks in the entrance examination and has finalised the topic for research. She has also got diploma in Statistics.
- (a) Refer to Chairman (6) Grant Fellowship
(c) Wait-list (d) Refer to Dean
(e) Data inadequate

Directions (Questions 23 to 30): Read the following information to answer the given questions : **(Bank P.O. 1996)**

Following are the conditions for selecting candidates for interview for recruitment of Medical Representative for a company.

The candidate must —

- (1) be a graduate in Science with Chemistry and Botany and/or Zoology.
- (2) have 60% and above at S.S.C. and 50% and above at Graduation.
- (3) not be more than 25 years of age as on January 1, 1997.
- (4) have at least represented school/college in any inter school/college competitions.
- (5) have passed in the selection test with 55% and above marks.
- (6) enclose recommendation of two persons who are not his/her relatives.

However, a candidate who fulfils all other criteria except —

- (7) (2) above but has passed M.Sc. in Chemistry with 60% or above marks, should be considered for wait listing for interview.
- (8) (3) above should be referred to Manager — Administration.
- (9) (6) above should be called to meet Manager — H.R.D.

Based on these criteria and information provided below, decide the course of action in each case. You are not to assume anything. These cases are given to you as on December 1, 1996.

23. Garima Saxena, who has been recommended by two actresses working in TV serials, is of 23 years with Master's degree in Chemistry. She has won prizes in acting in inter-University drama competitions. She has obtained more than 70% marks in S.S.C., B.Sc. (Chemistry-Botany) and selection test.
- (a) To be called for interview (6) To be wait listed

- (c) Refer to Manager — Administration (d) Refer to Manager — H.R.D.
(e) Not to be called for interview
24. Ms. Promila Chadha, born on November 19, 1974 is a post-graduate in Chemistry. At graduation she had Chemistry, Zoology and Botany. She has represented her school and college in sports and drama. Her father is a successful doctor. She has passed the selection test with 62% marks and has enclosed recommendation of President and Vice-President of Chemists' Association.
- (a) Not to be called for interview (b) Data inadequate
(c) To be called for interview (d) To be wait-listed
(e) Meet Manager — H.R.D.
25. Kapil Singhania has done his M.Sc. Chemistry after his B.Sc. (Chemistry and Zoology). He has obtained more than 60% marks at S.S.C., B.Sc. and selection test. He has enclosed good recommendations from his coaches for Basketball and Hockey, where he has won a few prizes for his performance in inter-collegiate matches. His date of birth is 25.11.1970.
- (a) To be wait-listed (b) Not to be called for interview
(c) To be called for interview (rf) Refer to Manager — H.R.D.
(e) Refer to Manager — Administration
26. Rxyeev Gupta won Inter-Collegiate Tournament for Table Tennis in 1995 while doing his final year of B.Sc. with Chemistry and Zoology. He has passed with more than 60% marks in all the examinations right from S.S.C. and in the selection test held by the Company. He has enclosed 2 good references, one from College Principal and another from an industrialist. His father works in a bank.
- (a) Refer to Manager — H.R.D. (b) To be wait-listed
(c) To be called for interview (d) Data inadequate
(e) Not to be called for interview
27. Ashok Rathi has represented his school and college in Cricket and Chess. He has passed his B.Sc. with Chemistry, Physics, Mathematics at the age of 20 years in 1994. He came second in the merit list in the selection test with 78% and has enclosed 2 recommendations. He has scored 62% and 65% in S.S.C. and B.Sc., respectively.
- (a) To be called for interview (6) To be wait-listed
(c) Not to be called for interview (d) Data inadequate
(e) Refer to Manager — Administration
28. Ved Prakash has done Bachelor in Pharmacy after B.Sc. with Chemistry and Zoology. Born on October 8, 1971, he won Inter-School Trophy in athletics and prizes in drama. He has been recommended by a stage artist and his Russian teacher. He has obtained more than 80% in all the examinations and has stood first in the selection test.
- (a) Refer to Manager — H.R.D. (b) Refer to Manager — Administration
(c) To be called for interview (</) Data inadequate
(e) Not to be called for interview

29. Ms. Kirti Rana, a Kathak dancer, who has won Inter-University prizes, is a brilliant student holding first rank in M.Sc. (Chemistry) in 1996 as well as selection test. She has had more than 75% marks in the examination right from S.S.C. to B.Sc. (Chemistry-Botany). All her teachers speak highly about her.
- (a) To be wait-listed (6) To be called for interview
(c) Data inadequate (d) Not to be called for interview
(e) Refer to Manager — H.R.D.
30. Ravinder Singh, 22, has enclosed two good recommendations. He has done B.Ed, after completing B.Sc. with 65% in Physics, Chemistry and Botany. He has been representing his school and college in wrestling at different state level competitions. He has obtained 58% marks in the selection test.
- (a) Refer to Manager — Administration (6) Refer to Manager — H.R.D.
(c) Not to be called for interview (d) To be wait-listed
(e) Data inadequate

Directions iQuestions 31 to 38): Read the following information carefully and answer the questions given below it : (Bank P.O. 1994)

Following are the conditions of promotion from Junior Officer's Cadre to Senior Officers Cadre in an organisation.

The candidate must —

- (1) have completed at least 5 years in the organisation.
- (2) have secured 65% marks in the written test for promotion.
- (3) have secured 60% marks in the Group Discussion.
- (4) have secured 70% marks in the interview.
- (5) have good record of his work performance.
- (6) have good communication skill and get along well with his colleagues.
- (7) not be more than 40 years and less than 30 years as on 1.9.1993.
- (8) have good academic record with an average of at least 65% marks.

However, in the case of a candidate who —

- (9) satisfies all other conditions except (4) above but has secured 75% marks in the written test and 65% marks in the Group Discussion, the case is to be referred to the General Manager (Personnel) — GM <P> for the decision.
- (10) satisfies all other criteria except (8) above but has secured an average of more than 60% marks, the case is to be referred to the Managing Director (MD) of the organisation.

Now read the information provided in the case of each candidate in each of the questions given below and decide on the basis of the information provided and based on the above conditions, which of the courses of action you would suggest. These cases are given to you as on 5.9.1993. You are not to assume anything.

31. 33 years old Renu has a good academic record with an average of 68% marks and has good communication skill. She has completed six years in the organisation. She has secured 63% marks in Group Discussion, 71% marks in interview

- and 68% marks in written test for promotion. She gets along well with her colleagues and has good record of her work performance
- (a) Promote (6) Do not promote
 ic) Refer to MD id) Refer to GM (P)
 (e) Data inadequate
32. Pooja has completed 7 years in the organisation. She is 32 years old and has good academic record with an average of 66% marks. She has good communication skill, gets along well with her colleagues and has good record of her work performance. She has secured 67% marks in Group Discussion, 74% marks in interview and 60% marks in written test for promotion.
- (a) Refer to MD ib) Refer to GM (P)
 ic) Data inadequate id) Promote
 [e] Do not promote
33. Venkatesh, who is 38 years old, has good academic record with an average of 61% marks. He has secured 65% marks in the written test for promotion, 72% marks in interview and 63% marks in Group Discussion. He has good communication skill and gets along well with his colleagues. He has good record of his work performance and has completed 7 years in the organisation. -
- (a) Do not promote (6) Refer to MD
 ic) Refer to GM (P) id) Promote
 ie) Data inadequate
34. 39 years old Manish has secured 65% marks in Group Discussion. 72% marks in interview and 66% marks in written test for promotion. He has a good academic record with an average of 62% marks and has good communication skill. He gets along well with his colleagues and has good record of his work performance. He has completed 6 years in the organisation.
- ia) Promote (6) Do not promote
 (c) Refer to MD id) Refer to GM (P)
 (e) Data inadequate
35. 34 years old Madhu has secured 60% marks in written promotion test, 72% marks in interview and 69% marks in Group Discussion. She has good communication skill and gets along well with her colleagues. Her record of work performance is good and she has completed 6^ years in the organisation.
- (a) Do not promote (6) Refer to GM (P)
 ic) Refer to MD ((f) Promote
 ie) Data inadequate
36. 31 years old Sumit secured 65% marks in written test for promotion, 72% marks in interview and 62% marks in Group Discussion. He has good academic record with an average of 67% marks and good communication skill. He has completed 9 years in the organisation. He gets easily annoyed and irritated with his colleagues and his record of work performance since the last two years is just average.
- ia) Refer to MD (6) Refer to GM <P)
 ic) Data inadequate (ti) Promote
 ie) Do not promote

37. Savita has a good academic record with an average of 67% marks and has secured 69% marks in Group Discussion, 72% marks in interview and 70% marks in written test for promotion. She has completed 7 years in the organisation. She has good record of her work performance, communication skill and gets along well with her colleagues.
- (a) Promote (6) Do not promote
(c) Refer to GM (P) (d) Refer to MD
(e) Data inadequate
38. Tarun has completed 6 years in the organisation. He is 34 years old and has a good academic record with an average of 68% marks. He has secured 66% marks in Group Discussion, 67% marks in interview and 76% marks in the written test for promotion. He has good communication skill, gets along well with his colleagues and his work performance is good.
- (a) Refer to MD (6) Refer to GM (P)
(c) Promote (d) Do not promote
(e) Data inadequate

ANSWERS

1. (6): Condition (4) is violated.
2. (c): Condition (4) is missing.
- 3.(c): Being a far relative of a freedom fighter, the candidate will not get the benefit.
4. (a): Being 33 years old, the candidate does not satisfy condition (5).
5. (d): Conditions (1). (2), (3). (4) and (5) are satisfied.
6. (6): Having been self-employed for less than five years, the candidate does not satisfy condition (2).
7. (a): Condition (4) is missing.
8. (6): Condition (4) is not fulfilled as the candidate has not had 10 years of service.
9. (a): Being more than 45 years old, condition (6) is satisfied.
10. (6): Having worked in Grade D for only two years but having obtained 130 marks in aggregate, condition (7) is satisfied.
- 11.(b) All conditions are satisfied.
12. (e) Conditions (1) and (2) are missing.
13. Id) Condition (7) is satisfied as the candidate worked in Grade D for 3 years but obtained 125 marks in aggregate.
- 14.(a) Being more than 45 years of age but less than 50 years, the candidate satisfies condition (6).
15. (e) Condition (5) is missing.
16. (6) The candidate does not satisfy condition (3) or (7).
17. (e) All conditions of eligibility and condition (9) instead of (1) are satisfied. So, the candidate should be wait-listed.
18. (c) The candidate satisfies condition (8).
19. (c) All conditions of eligibility are satisfied. ^

20. (d) : All conditions of eligibility are satisfied.
21. (6): The candidate does not satisfy condition (1).
22. (e): Condition (3) is missing.
23. (a): All conditions of eligibility are satisfied.
24. (6): Condition (2) is missing.
25. (e): The candidate satisfies condition (8) instead of (3).
26. (d): Nothing about the age of the candidate is mentioned.
27. (c): The candidate does not satisfy condition (1) as he passed B.Sc. with Chemistry, Physics, Maths and did not have Zoology/Botany as a subject.
28. (6): The candidate does not satisfy condition (3) and so condition (8) is to be applied.
29. (c): Condition (3) is missing.
30. (e): Nothing about candidate's performance in S.S.C. is mentioned.
31. (a): All conditions of eligibility are satisfied.
32. (e): The candidate does not satisfy condition (2).
33. (6): The candidate satisfies condition (10) instead of condition (8).
34. (c): The candidate satisfies condition (10) instead of condition (8).
35. (o): Having secured less than 65% marks in written test, the candidate does not satisfy condition (2).
36. (e): The candidate does not satisfy conditions (5) and (6).
37. (e): Condition (7) is missing.
38. (6): The candidate satisfies condition (9) instead of condition (4).

TYPE 3

EXERCISE 17C I

Directions (Questions 1 to 10) : Read the following information carefully and answer the questions given below it

A company has following Gratuity (G) and Provident Fund (PF) rules :

- (1) An employee must have completed one year's service to be eligible for either G or PF.
 - (2) An employee resigning or retiring or retrenched after ten years' service gets both G and PF,
 - (3) An employee retrenched or retiring after 5 years but before 10 years' service gets both G and PF; but that resigning during this period gets either G or PF.
 - (4) An employee retrenched or retiring before 5 years' service gets PF but not G; but that resigning during this period gets neither G nor PF.
- However,
- (5) in case an employee dies after 2 years' service, his family gets both G and PF.
 - (6) in case an employee was on leave without pay, such period is deducted from his total years of service and then the above rules are applied.
 - (7) in the case of a lady employee, if she has completed 2 years' service, two years are added to her actual service before applying the above rules, as a special consideration.

Apply the above rules to the cases described in each of the following questions and decide whether the employee is eligible for G and/or PF.

Mark answer (a) if only G can be given; (b) if only PF can be given; (c) if either G or PF can be given; (d) if both G and PF can be given and (e) if neither G nor PF can be given.

1. Mr. Augustin serving in the company for five years out of which for one year he was on leave without pay was retrenched from the service.
2. Miss Monika served for years and was retrenched.
3. Mr. Janeja was retrenched from service after seven years.
4. Mrs. Sharma served the company for four years and resigned.
5. Mr. Basu served in the company for seven years and resigned after a prolonged illness of 3 years for which he was on leave without pay.
6. Mr. Sethi who was serving in the company for three years expired.
7. Mr. Gaur served in the company for five years and resigned from the company.
8. Mrs. Vasudevan who served in the company for three years out of which she was on leave without pay for years, was retrenched from the service.
9. Mr. Dixit resigned from the company after 4 years of service.
10. Mrs. Rashmi served in the company for four years and was retrenched.

Directions (Questions 11 to 20) : Study the following information to answer the given questions :

The following are the criteria for organising the Training Programme of an Institute, in different hotels.

To organise the programme in Hotel Taj, the following criteria must be fulfilled :

- (1) The Programme Coordinator should be of the rank of Deputy Director or Joint Director.
- (2) The Programme should be in one of these areas — HRD, Advertising, Computers or Statistics.
- (3) The duration of the Programme should not be more than seven days.
- (4) The fee per participant should not be less than Rs. 5,000.
- (5) The number of participants should be at least 50.

If all the other criteria are fulfilled except —

- (6) the duration of the course is more than seven days — the programme is to be organised in Hotel Ritz.
- (7) the Programme Coordinator is of the rank of Assistant Director, but the fee per participant is more than Rs. 7,000, the Programme will be organised in Hotel Tiy.
- (8) the number of participants being less than 50 but more than 30, the Programme will be organised in Hotel Sideways.
- (9) the fee per participant is less than Rs. 5,000 but more than Rs. 3,500, the Programme should be organised in Hotel Sansy.
- (10) the Programme is in other than the areas mentioned in (2) above, but the Programme Coordinator is of Joint Director level, the Programme should be organised in Hotel Sideways.

Based on the above criteria and the information provided in each question, decide about the appropriate course of action. You are not to assume anything.

Give answer (a) if the Programme is to be organised in Hotel Taj; (b) if the Programme is to be organised in Hotel Sideways; (c) if the Programme is to be organised in Hotel Ritz; (d) if the Programme is to be organised in Hotel Sansy and (e) if the data are inadequate.

11. Dr. Chetan Jain, Deputy Director is offering a programme on HRD with a total fee of Rs. 1,92,500 at the rate of Rs. 5,500 per participant. The duration of the course is five days.
12. A Training Programme on Statistics is proposed by the Deputy Director with Rs. 3,30,000 fee for 50 participants. The duration will be 8 days.
13. A Training Programme on Advertising is to be organised for 45 participants. The fee per participant is Rs. 6,000 and the duration of the course is 6 days.
14. A five days Training Programme by Joint Director is to be organised in the field of Statistics. The total fee for the Programme is Rs. 2,10,000 for 50 participants.
15. Prof. N.P. Dutta, Assistant Director, has offered four days programme for 60 participants in the area of HRD. The fee per participant is Rs. 8,000.
16. Dr. (Ms.) Veena Garg, Deputy Director of the Institute wants to organise a programme for 55 candidates with a fee of Rs. 6,000 per participant. The duration of the course is four days and it is in the area of computers.
17. Mahesh Goel, Joint Director, is an expert on Computers. He is offering five days programme on Mathematics for 60 participants. The fee per participant is Rs. 5,300.
18. Dr. Srikanth Arya, Joint Director is organising five days programme on Research Methodology. The total number of participants are 60 and the fee per participant is Rs. 7,000.
19. Mr. Prashant Verma, Deputy Director has submitted a proposal to organise four days Programme on Computers. The fee per participant would be Rs. 4,000 for 60 participants.
20. A five days Training Programme for 55 participants is to be organised by Shri Jagat Sharma, Assistant Director. The fee per participant is Rs. 8,000.

Directions (Questions 21 to 30) : Study the following information and answer the questions given below it

Following are the criteria to get employment in a pharmaceutical company.

The applicant must —

- (1) have passed graduation with science subject with at least 50% marks.
- (2) have completed 21 years (in case of males) and 19 years (in case of females) of age as on or before 1st August, 1993.
- (3) pay deposit as follows :

Marks at Graduation	If son/daughter of Trustee or staff	If not son / daughter of Trustee or staff
75% and above	Rs. 5,000	Rs. 10,000
61% to 74%	Rs. 10,000	Rs. 20,000
60% and below	Rs. 20,000	Rs. 40,000

However,

- (4) if the candidate has secured more than 90% marks at graduation, he should be referred to the Managing Director for consideration for further concession in deposit.
- (5) in the case of SC/ST candidates, the deposit payable is 20% less in each of the cases above.
- (6) if the candidate remits in cash the amount of deposit immediately on the date of first call, the candidate can be selected, provided he fulfils conditions (1) and (2).
- (7) if on the date of first call, the amount of deposit brought by a candidate eligible as per (1) and (2) is less than the total amount required but more than $\frac{3}{4}$ th the candidate can be provisionally selected, provided he deposits the balance amount within next ten days.
- (8) if on the date of first call, the amount of deposit brought is less than $\frac{3}{4}$ th but more than $\frac{1}{2}$, the candidate eligible as per (1) and (2) can be sent to the Managing Director.
- (9) if on the date of first call, the amount of deposit brought is less than 172, the candidate though eligible as per (1) and (2), cannot be selected.

On the basis of the above criteria, decide which of the following courses is described in each question.

Mark answer (a) if the candidate can be selected; (b) if the candidate can be provisionally selected; (c) if the candidate should be referred to the Managing Director; (d) if the candidate cannot be selected; (e) if the data provided is inadequate.

21. Venkatesh, 24 year old son of a Professor, secured only 50% marks in graduation with Literature. He can deposit the required amount and is a general category candidate.
22. Vineeta is an SC category candidate. Her date of birth is 26th January, 1973. She passed her graduation in Science with 67% marks. She can deposit Rs. 18,000.
23. Prakash Pathak is a Science Graduate with 78% marks. He is a general category candidate and the son of an IAS officer. His date of birth is 15th February, 1971. He has with him a deposit of Rs. 6,000.
- 24* Vimal Gupta, son of a trustee of the organisation, obtained 68% marks in B.Sc. He brings a deposit of Rs. 8,200 on the day of the first call, but intends to pay the balance within ten days. He is a general candidate and his date of birth is 2nd November, 1971.
25. Rakesh Narayan, born on 21st August, 1968 is a son of an employee working in the organisation, secured 66% marks in M.Sc. and is in a position to deposit only Rs. 2,000. He is an SC category candidate.
26. Lata Sharma, a general category' candidate, is a graduate in Science with 57% marks. Her date of birth is 13th December, 1972.
27. Kishore, an SC candidate whose father is a Central Government employee, passed his graduation with Science with 60% marks. He is in a position to deposit Rs. 35,000. His date of birth is 10th July, 1970.

28. Manoj Kumar, a 22 year old general category candidate, secured 92% marks in graduation with Science. He can pay only Rs. 3,000 as deposit. He is not a son of a trustee or staff of the organisation.
29. Vina) Chauhan, an SC candidate, obtained 73% marks in graduation with Science. His date of birth is 28th April, 1971. On the date of first call, he bears a deposit of Rs. 15,000. He is not the son of a trustee of the organisation.
30. Abhinav, son of a trustee of the organisation, is a Science Graduate with 69% marks. He is 23 years of age.

Directions (Questions 31 to 40): Read the following information to answer the given questions : **(Bank P.O. 1991)**

The following are the five subjects for the annual examination. For each subject the maximum marks are 100.

(1) English (2) Physics (3) Biology (4) Hindi (5) Mathematics

A student is declared 'pass*' under the following different schemes. (A candidate may pass under more than one scheme also).

Scheme A : Secures minimum 45 marks in each subject.

Scheme B : Secures minimum 50% marks in aggregate but fails in either Hindi or English.

Scheme C : Secures minimum 80 marks in Physics and minimum 60 marks in Mathematics but fails in any one of the remaining subjects.

Scheme D : Secures minimum 60% marks in aggregate but fails in upto two subjects by maximum of only 10 marks in each of the subjects.

The information is given in the following table :

Student's Name	MARKS					Aggregate Marks
	English	Physics	Biology	Hindi	Mathematics	
Kapil	40	82	43	80	70	315
Ravi	50	45	60	65	55	275
Mohit	65	100	50	43	80	338
Neeraj	80	40	60	90	40	310
Pawan	30	85	50	90	60	315
Sumit	50	50	60	45	35	240
Nitin	90	48	50	45	35	268
Praveen	56	50	43	52	49	250
Hemant	70	75	32	90	65	332

In the given questions find out if the candidate passes or fails. If he fails the answer is (e). If he passes you have to decide under which scheme(s) the candidate is passing.

31. Mohit passes under which of the schemes ?
- (a) C and **D** only (6) **B** and C only
- (c) A only (d) **B**, C and **D**
- (e) Fails

32. Ravi passes under which of the schemes ?
 (a) A only (6) B only
 (c) C only **(d)** Both A and B
(e) Fails
33. Nitin passes under which of the schemes ?
 (a) A only (6) B only
 (c) C only **(d)** D only (e) Fails
34. Kapil passes under which of the schemes ?
 (a) B, C and D (6) D only (c) B and C only **(d)** B only **(e)** Fails
35. Which of the following is common about Pawan's and Kapil's results ?
 (a) Both fail in English (6) Both fail in Biology
 (c) Both pass under A scheme **(d)** Both pass under C scheme
(e) Both pass under D scheme
36. Praveen passes under which of the schemes ?
 (a) A only (6) B only
 (c) C only **(d)** Both A and B
(e) Fails
37. Sumit passes under which of the schemes ?
 (a) A only (6) B only
 (c) A and B only (d) A and C only
 (e) Fails
38. Neerey passes under which of the schemes ?
(a) A only (6) B only
 (c) C only **(d)** D only
(e) Fails
39. Pawan passes under which of the schemes ?
 (a) A only (6) B and C only
 (c) A and C only **(d)** B, C and D
 (e) Fails
40. Which of the following is common about Praveen's and Hemant's results ?
 (a) Both fail **(b)** Both pass under scheme A only
 (c) Both pass under scheme B only
(d) Both fail in Biology by more than 10 marks
(e) None of these

Directions (Questions 41 to 50) : Read the following information and answer the questions given below it: (Bank P.O. 1996)

In an examination there are five heads of passing, each of 100 marks :

(I) Paper 1 (II) Paper 2 (III) Paper 3 (IV) Practicals (V) Year's Work

The passing marks in each head of passing are 40 except for Practicals (IV) for which the passing marks are 50,

A candidate who fails may appear again in subsequent examination, when he can claim exemption from appearing in the heads of passing in which he has secured 10 marks more than the passing marks. A candidate who has failed in the head of passing year's work has to undergo the whole course afresh.

Upto 3 grace marks may be given in each of not more than three heads of passing. A candidate who secures more than 50% of the total marks may be given upto 5 grace marks in not more than one head of passing. In exceptional cases, the Board of Examiners may give upto 7 grace marks in not more than one head of passing. A candidate who has appeared with exemption in one or more heads of passing will not be entitled to any grace marks.

A candidate who passes with 75% or more marks at one and the same examination will be declared to have passed with distinction.

The marks obtained by candidates P, Q, R, **S**, T, **U**, V, W, X and Y are given below. In each case, give answer (a) if the candidate passes; give answer (b) if the candidate passes with Distinction; give answer (c) if the candidate has failed; give answer (d) if the candidate passes with grace marks and give answer (e) if the case needs to be referred to the Board of Examiners.

MARKS OBTAINED IN FIVE HEADS OF PASSING						
	I	II	III	IV	V	Total
41. Candidate S	60	90	65	80	82	377
42. Candidate T	68	80	33	60	72	313
43. Candidate Q	43	42	45	48	46	224
44. Candidate Y	34	66	65	67	68	300
45. Candidate X	37	37	38	47	42	201
46. Candidate P	45	50	43	56	40	234
47. Candidate R	52	40	42	44	45	223
48. Candidate V	35	55	45	58	60	253
49. Candidate W	68	80	72	76	75	371
50. Candidate U	39	50	54	E	E	.

Directions (Questions 51 to 57) ; Read the following information carefully and answer the questions that follow : **(Bank P.O. 1996)**

Trinity Health Club gives 40 percent concession in monthly fees to those who belong to any one of the following categories :

- (1) All children in the age group of 5 to 12 years who come from low income group and produce income and birth certificates.
- (2) All girls/women upto 25 years of age who represent their school or college in sports and games.
- (3) Unemployed married women in the age group of 35 to 50 years.
- (4) Senior citizens of age 50 years and above.
- (5) All physically handicapped persons who produce relevant medical certificates.
- (6) All people who donate blood once a year or social workers/volunteers of registered social/cultural organisations.
- (7) Ser\icemen/Ex-servicemen of Police/Defence Forces.

(8) Sons and daughters of donors/founder members of the Trinity Health Club.

Decide in each of the following cases whether the person is Eligible⁹, find out his category/ies which is/are applicable to him/her for taking this decision and indicate your answer accordingly. Do not assume any information which is not given.

- 51.** Reena is a young married and employed lady police officer. Her husband is a captain in the army. She is a sportswoman and represents police forces in national-level competitions. She occasionally donates blood for her sick mother who is 55 years old.

(a) Not eligible (6) Eligible (2) and (3) only
 (c) Eligible (7) only (d) Eligible (6) and (7) only
 (e) Eligible (2), (3) and (4) only

- 52.** Madhuri who represents her school in Badminton is the 14 year old daughter of physically handicapped parents having very low income. Her mother aged 40 years is unemployed. She has birth certificate and low income group certificate.

(a) Eligible (1) only (6) Eligible (1), (2) and (5)
 (c) Eligible (2) only (d) Eligible (1), (2), (3) and (5) only
 (e) Not eligible

- 53.** Mrs. Bakshi, wife of Mtyor Ravi Bakshi, is active in evening parties and clubs. She encourages people to donate to the Trinity Club. She is 32 years old and unemployed.

(a) Not eligible (6) Eligible (3), (6), (7) and (8)
 (c) Eligible (3) only (d) Eligible (7) only
 (e) Eligible (8) only

- 54.** Dipti Naval, a college going married unemployed woman of 22 years, arranges donations for physically handicapped students. She has represented her school at the state-level elocution competition.

(a) Eligible (8) only (6) Eligible (2), (3), (7) and (8)
 (c) Not eligible (d) Eligible (2) and (3) only
 (e) Eligible (2) only

- 55.** Mr. Kalekar established a registered trust for social work after his retirement from army at the age of 48 years. Since then he has been actively carrying out social work for the last eight years. His son is the founder member of "Trinity*."

(a) Not eligible (6) Eligible (4) and (6) only
 (c) Eligible (4) only (d) Eligible (4), (6) and (7)
 (e) Eligible (4), (6), (7) and (8)

- 56.** Shilpa, a 9 year old school girl and daughter of a merchant, has participated in dance and music competitions. Her father, who is 55 years old, has given large donations for organising blood camps. Her uncle is one of the founders of Trinity Club.

(a) Eligible (1), (2), (4) and (8) (6) Eligible (1) only
 (c) Eligible (2) and (8) only (d) Eligible (1), (2) and (6) only
 (e) Not eligible

26. (e): It is not mentioned whether the candidate is a son of a trustee or not.
27. (a): The candidate gets 20% deduction. He is supposed to pay Rs. 32,000 only. So, all conditions of eligibility are fulfilled.
28. ic): The candidate has secured more than 90% marks. So, condition (4) is fulfilled
29. (6): The candidate satisfies condition (7), as he owns more than $\frac{1}{3}$ but less than $\frac{3}{4}$ of the required amount i.e., Rs. 16,000.
30. ie): The money deposit with the candidate is not mentioned.
31. id) 32. (a) 33. (e) 34. (6) 35. (a) 36. (*) 37. ie) 38. id) 39. (6) 40. (a)
41. (6): The candidate passes in each of the heads with more than 75% marks in II, IV and V.
42. (e): The candidate requires 7 grace marks to pass in (III).
43. (d): The candidate passes when awarded 2 grace marks in (IV).
44. (e): The candidate requires 6 grace marks in (I).
45. (c): The candidate requires 3 grace marks in (I), (II) and (IV) and 2 grace marks in (III) to pass. But, upto 3 grace marks can be given in each of not more than three heads
46. (a): The candidate passes in each of the heads.
47. ie): The candidate requires 6 grace marks in (IV).
48. id): The candidate gets more than 50% marks. So, he can be awarded 5 grace marks to pass in (I).
49. (6): The candidate passes in each of the heads with more than 75% marks in (II), (IV) and (V).
50. (c): The candidate has appeared with exemption in two heads. So, he cannot be awarded grace marks and fails in (I).
51. id) 52. (c) 53. ia) 54. ie) 55. id) 56. (c) 57. ic)