

Study Circle Career Development Institute



AMC Paper - 2012

A

Time : 2 Hrs.

Marks : 200

INSTRUCTIONS

1. IMMEDIATELY AFTER THE COMMENCEMENT OF THE EXAMINATION, YOU SHOULD CHECK THAT THIS TEST BOOKLET DOES NOT HAVE ANY UNPRINTED OR TORN OR MISSING PAGES OR ITEMS, ETC. IF SO, GET IT REPLACED BY A COMPLETE TEST BOOKLET.
2. Please note that it is the candidate's responsibility to encode and fill in the Roll Number and Test Booklet Series A, B, C or D carefully and without any omission or discrepancy at the appropriate places in the OMR Answer Sheet. Any omission/discrepancy will render the Answer Sheet liable for rejection.
3. You have to enter your Roll Number on the Test Booklet in the Box provided alongside. DO NOT write anything else on the Test Booklet.
4. This Test Booklet contains 100 items (questions). Each item is printed both in Hindi and English. Each item comprises four responses (answers). You will select the response which you want to mark on the Answer Sheet. In case you feel that there is more than one correct response, mark the response which you consider the best. In any case, choose ONLY ONE response for each item.
5. You have to mark all your responses ONLY on the separate Answer Sheet provided. See directions in the Answer Sheet.
6. All items carry equal marks.
7. Before you proceed to mark in the Answer Sheet the response to various items in the Test Booklet, you have to fill in some particulars in the Answer Sheet as per instructions sent to you with your Admission Certificate.
8. After you have completed filling in all your responses on the Answer Sheet and the examination has concluded, you should hand over to the Invigilator only the Answer Sheet. You are permitted to take away with you the Test Booklet.
9. Sheets for rough work are appended in the Test Booklet at the end.
10. **Penalty for wrong answers :**
THERE WILL BE PENALTY FOR WRONG ANSWERS MARKED BY A CANDIDATE IN THE OBJECTIVE TYPE QUESTION PAPERS.
 - (i) There are four alternatives for the answer to every question. For each question for which a wrong answer has been given by the candidate, **one-third** of the marks assigned to that question will be deducted as penalty.
 - (ii) If a candidate gives more than one answer, it will be treated as a **wrong answer** even if one of the given answers happens to be correct and there will be same penalty as above to that question.
 - (iii) If a question is left blank, i.e., no answer is given by the candidate, there will be **no penalty** for that question.

DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE TOLD TO DO SO

व्यवस्थापन, नगररचना व कायदेविषयक ज्ञान
दिनांक - २२-१-२०१२

- 1) First consider the following statements :
i) The specialist argued that administration is administration irrespective of the nature and context of work.
ii) The principles of administration have universal validity and relevance.
Now select a correct answer from the following alternatives :
1) Both (i) and (ii) are true, but (ii) is not correct explanation of (i)
2) Both (i) and (ii) are true and (ii) is correct explanation of (i)
3) (i) is true but (ii) is false
4) (i) is false but (ii) is true
-
- 2) Who has suggested the 14 principles of management ?
1) Fredrick Taylor 2) Allen 3) Henri Fayol 4) Harold Koontz
-
- 3) Match List-I with List-II :
- | List-I | List-II |
|---|-------------|
| Publications reflecting the principles of approach to administration | Year |
| i) Henry Fayol's Industrial and General Management' | 1937 |
| ii) Mary P. Follet's Creative Experiences' | 1916 |
| iii) Gullick and Urwick's Papers on the Science of Administration | 1939 |
| iv) Mooney and Reiley's 'Onward Industry' | 1924 |
| | 1931 |
| 1) i) 1916 ii) 1931 iii) 1924 iv) 1937 | |
| 2) i) 1916 ii) 1924 iii) 1937 iv) 1931 | |
| 3) i) 1916 ii) 1937 iii) 1939 iv) 1924 | |
| 4) i) 1916 ii) 1939 iii) 1924 iv) 1937 | |
-
- 4) What is the right of an administrator to get things done called ?
1) Freedom 2) Autonomy 3) Power 4) Authority
-
- 5) A Municipal Corporation has three authorities, namely
1) The Council, the Standing Committee, the Mayor
2) The Council, the Mayor, the Dy. Mayor
3) The Council, the Mayor, the Commissioner
4) The Corporation Council, the Standing Committee, the Commissioner
-
- 6) Who developed the concept of bureaucracy ?
1) Chester Bernard 2) Max Weber 3) Karl Marx 4) Robert Merton
-

- 7) Fill in the blanks :
The Municipal Commissioner is responsible for the implementation of the decisions taken by the and He is appointed by the
- 1) Council Standing Committee, Central Government
 - 2) Council, Standing Committee, State Government
 - 3) Council, Standing Committee, Local Government
 - 4) Standing Committee, Secretary , State Government
-
- 8) What is an organisation coming into existence through clearly defined division of work, authority, responsibility and accountability called ?
- 1) Formal organisation
 - 2) Informal organisation
 - 3) Social organisation
 - 4) External organisation
-
- 9) What is the term used by Fayol to mean 'Union is strength'?
- 1) Team spirit
 - 2) Unity
 - 3) Espirit de Corps
 - 4) Espirit de Carta
-
- 10) To whom are the principles of management applicable ?
- 1) Business organisation
 - 2) Military organisations
 - 3) Political organisation
 - 4) All type of organisations
-
- 11) State whether following statements are true or false :
- i) A retiring Mayor or Deputy Mayor shall not be eligible for re-election to either office.
 - ii) The Deputy Mayor may resign his office at any time by giving notice in writing to the Mayor
 - iii) The Mayor may resign his office at any time by giving notice in writing to the corporation.
 - iv) The Mayor and the Deputy Mayor shall hold office until a New Mayor and a Deputy Mayor have been elected.
- | | | | |
|-------------|-----------|-----------|-----------|
| 1) i) false | ii) true | iii) true | iv) true |
| 2) i) true | ii) true | iii) true | iv) true |
| 3) i) false | ii) false | iii) true | iv) true |
| 4) i) false | ii) false | iii) true | iv) false |
-
- 12) Which Committee recommended the scheme of democratic decentralisation with a three-tier structure of local bodies ?
- 1) Ashok Mehta
 - 2) Balwantrai Mehta
 - 3) Rajiv Mehta
 - 4) Satish Chandra
-
- 13) Fill in the blank :
The 74th Amendment to the Indian Constitution mandates that elections for the municipal bodies must be held.....
- 1) Within 9 months of the date of their dissolution
 - 2) Within 4 months of the date of their dissolution
 - 3) Within 6 months of the date of their dissolution
 - 4) Within 3 months of the date of their dissolution
-
- 14) Which of the following is not a constituent of the three-tier structure of the local self government ?
- 1) Village
 - 2) Taluka
 - 3) District
 - 4) State
-

- 15) Classify the following provisions in to compulsory and voluntary as per the new part IX-A relating to the municipalities which has been incorporated in the Indian Constitution
- Providing reservation for backward classes
 - Structure of the urban bodies
 - Reservation of one-third seats for women.
 - Giving financial powers in relation to taxes, duties, tolls, fees, etc.
- | | | | |
|------------------|----------------|-----------------|----------------|
| 1) i) compulsory | ii) voluntary | iii) compulsory | iv) voluntary |
| 2) i) voluntary | ii) compulsory | iii) compulsory | iv) voluntary |
| 3) i) compulsory | ii) voluntary | iii) voluntary | iv) compulsory |
| 4) i) voluntary | ii) compulsory | iii) voluntary | iv) compulsory |
-
- 16) According to which principle of organisation a sub-ordinate should receive orders from one superior only ?
- Unity of command
 - Scalar chain
 - Span of control
 - Decentralisation
-
- 17) According to which principle of organisation there should be one plan for one group of activities ?
- Unity of command
 - Unity of direction
 - Centralisation
 - Equity
-
- 18) In which of the following countries the popularity of Development Administration is ever increasing ?
- Developed
 - Developing
 - Rich
 - Backward
-
- 19) In which year the office of the District Collector was created in India ?
- 1771
 - 1774
 - 1772
 - 1777
-
- 20) Who determines the policy of an organisation ?
- Administration
 - Management
 - Supervisors
 - Workers
-
- 21) Panchayati Raj form of rural local government was adopted first by (in the order)
- Rajasthan and Andhra Pradesh
 - Rajasthan and Madhya Pradesh
 - Andhra Pradesh and Rajasthan
 - Rajasthan and West Bengal
-
- 22) Which of the following is a thinking function ?
- Management
 - Motivation
 - Supervision
 - Administration
-
- 23) Which pair is correctly matched ?
- G.Ramachandran Committee - Panchayat Raj Administration
 - Balwantray Mehta Commission - Panchayat Raj Institutions
 - R.K. Khanna Committee - Panchayat Raj Elections
 - G. R. Rajgopal Committee - Panchayat Raj Administration
-
- 24) What types of control anticipates problems before the activity commences ?
- Feedback control
 - Feed forward control
 - Concurrent control
 - Inspection control
-

25) Fill in the blank :

Development administration emerged as a sub-field of in the 1950s and 1960s.

- | | |
|------------------------------|-------------------------------|
| 1) Public administration | 2) Corporation administration |
| 3) Government administration | 4) Social administration |

26) On which date was the constitution of India adopted ?

- | | |
|------------------------|-------------------------|
| 1) 26th November, 1949 | 2) 26th January 1950 |
| 3) 15th August, 1947 | 4) 9 th December, 1946. |

27) Consider the following statements.

- i) The distinction between development administration and traditional administration is unrealistic, untenable and over-simplistic.
- ii) Both development administration and traditional administration are complementary to each other and one cannot sustain in the absence of the other.

Now select a correct answer from the following alternatives :

- 1) Both (i) and (ii) are true and (ii) is correct explanation of (i).
- 2) Both (i) and (ii) are true but (ii) is not correct explanation of (i).
- 3) (i) is false but (ii) is true.
- 4) (i) is true but (ii) is false.

28) Which term shows the number of subordinates a manager can efficiently supervise ?

- | | | | |
|------------------|--------------------|----------------------|------------------|
| 1) Span of unity | 2) Span of control | 3) Span of direction | 4) Personal span |
|------------------|--------------------|----------------------|------------------|

29) Arrange the following steps in planning in proper sequence

- | | |
|---|---|
| i) Setting objective of goals. | ii) Choosing an alternatives |
| iii) Considering planning premises | iv) Being aware of opportunities |
| v) Numbering plans by making budgets | vi) Identifying alternatives |
| vii) Formulating supporting plans | viii) Comparing alternatives in light of the goals sought |
| 1) (iv), (i), (iii), (vi), (vii), (ii), (viii), (v) | 2) (iv), (i), (iii), (vi), (viii), (ii), (vii), (v) |
| 3) (iv), (i), (iii), (vi), (viii), (vii), (ii), (v) | 4) (iv), (i), (iii), (vi), (ii), (viii), (vii), (v) |

30) Which of the following is a modern technique of control ?

- | | | | |
|-----------------------|-------------------------|-----------|-----------------|
| 1) Direct supervision | 2) Financial statements | 3) Budget | 4) Self-control |
|-----------------------|-------------------------|-----------|-----------------|

31) Classify the following in (a) Single use plans and (b) Standing plans

- | | | |
|-----------------------------|---------------|---------------------------|
| i) Procedures | ii) Rules | iii) Strategies |
| iv) Policies | v) Objectives | vi) Methods |
| (a) Single use plans | | (b) Standing plans |
| 1) III, V | | I, II, IV, VI |
| 2) III, I | | I, IV, V, VI |
| 3) III, II | | I, IV, V, VI |
| 4) III, IV | | I, II, V, VI |

- 32) Who has the power to issue notification of election in a Municipal Corporation ?
1) Municipal Commissioner
2) Mayor
3) State Election Commissioner
4) Chief Minister of the state

33) Consider the following statements :
i) Today organising function has become very complex and trying than before
ii) Present day society is influenced by so many factors - technological, new changed outlook, new thinking trends, new values, new problems.
Now select a correct answer from the following alternatives :
1) Both (i) and (ii) are true and (ii) is correct explanation of (i)
2) Both (i) and (ii) are true but (ii) is not correct explanation of (i)
3) (i) is false but (ii) is true
4) (i) is true but (ii) is false

34) In which type of organisation structure the number of level hierarchy of authority is very high ?
1) Horizontal
2) Flat
3) Vertical
4) Functional

35) Identify the four basic factor involved in an organisation
1) People, capital, machinery, place
2) Work, people, capital, place
3) Work, people, capital, system
4) Work, people, material, place

36) Which article of the Constitution of India provides for organisation of village panchayats ?
1) 14
2) 40
3) 41
4) 43

37) Fill in the blanks :
Authority is a right and not a right
1) Personal, legal
2) Personal positional
3) Positional, personal
4) Legal, positional

38) Who has given the following definition?
"Public administration consist of all those operations having fulfillment or enforcement of public policy as their purpose."
1) Wilson
2) L. D. White
3) D. Waldo
4) H. Walker

39) Consider the following statements :
i) It would be unthinkable to manage a formal organisation without activating relations among the personnel of the organisation.
ii) A brerak-down of authority will probably lead to break down or disintegration and decline of the organisation.
Now select a correct answer from the following alternatives :
1) (i) is true but (ii) is false.
2) Both (i) and (ii) are true but (ii) is not correct explanation of (i)
3) (i) is false but (ii) is true.
4) Both (i) and (ii) are true and (ii) is correct explanation of (i)

- 40) What is not included in the four bases of organisation identified of Luther Gullick ?
 1) Programme 2) Purpose 3) Process 4) Persons
-
- 41) State whether the following statements are true or false
 Due to delegation of authority
 i) Subordinates get nice opportunity to develop themselves
 ii) Manager's work load is reduced.
 iii) Continuity of work is disturbed in absence of manager
 iv) Enterprise is encouraged to expand and diversity its activities.
 1) i) True ii) True iii) False iv) True
 2) i) True ii) True iii) True iv) True
 3) i) True ii) True iii) False iv) False
 4) i) True ii) False iii) False iv) True
-
- 42) Which is not a type of authority suggested by Max Weber ?
 1) Traditional authority 2) Line authority
 3) Charismatic authority 4) Legal rational authority
-
- 43) Consider the following statements :
 i) There is a limit to the number of persons managers can effectively supervised make decisions for.
 ii) Once this limit is crossed, authority must be delegated to the subordinates.
 Now select a correct answer from the following alternatives :
 1) Both (i) and (ii) are true (ii) is not correct explanation of (i)
 2) Both (i) and (ii) are true and (ii) is correct explanation of (i)
 3) (i) is false but (ii) is true.
 4) (i) true but (ii) is false.
-
- 44) How many functional items have been placed within the purview of municipalities the Twelfth Schedule added to the Constitution by the 74th Amendment Act ?
 1) 28 2) 18 3) 38 4) 48
-
- 45) Re-arrange the following essential elements of control process
 i) Determining objectives or setting a target ii) Measuring performance
 iii) Taking remedial action iv) Making comparisons
 1) (i), (ii), (iv), (iii) 2) (i), (ii), (iii), (iv) 3) (iv), (i), (ii), (iii) 4) (iv), (ii), (i), (iii)
-
- 46) How many urban local bodies are created in India for the administration urban areas ??
 1) 8 2) 7 3) 9 4) 5
-
- 47) Identify the correct statements from the following :
 i) Conceptually control is the last function of management.
 ii) Control is not a continuous process since management process circle ends with his function.
 iii) Control means to focus attention on moving ahead and on shaping the pace and pattern of future.
 iv) Norms and stands are not essential for control.
 1) (i), (iii) 2) (i), (ii) 3) (i), (iv) 4) (ii), (iii)
-

- 48) In which state the responsibility of development administration is assigned to the Zilla Parishad ?
 1) Maharashtra 2) Tamilnadu 3) Rajasthan 4) Andhra Pradesh
-
- 49) Fill in the blank :
 is recognised as the Father of human Relations School.
 1) Frederik Taylor 2) Eltan Mayo 3) Henry Fayol 4) Chester Bernard
-
- 50) A Gram Panchayat cannot levy the following tax
 1) Tax on building 2) A pilgrimage tax 3) Income tax 4) A tax on fair
-
- 51) Identify only one alternative you think correct.
 Human relations can be defined as
 1) A study of individual behaviour with a group
 2) Application of psychological theories and principles to industry
 3) A study of manipulating people in an organisation.
 4) Motivating people in organisational settings to develop teamwork which accomplishes individual and organisational goals effectively
-
- 52) How many minimum number of meeting of Gram Sabha should be organised in every financial year ?
 1) 4 2) 6 3) 3 4) 8
-
- 53) Fill in the gaps :
 A truly responsive administration must have two essential characteristics; it must be and it must be
 1) representative, kind 2) representative, responsible
 3) responsible, kind 4) representative, liberal
-
- 54) What benefits are accrued by the E-Governance ?
 1) Time saving 2) Cost saving 3) Labour saving 4) Time, cost and labour saving
-
- 55) Fill in the blank :
 A administration systematically, is a tripod structure which is based, to a large extent, on democratic decentralisation, decentralised planning process and responsible behaviour of the public servants
 1) kind 2) General 3) result-oriented 4) responsive
-
- 56) No action was taken on the recommendation of which committee due to the collapse of Janata Government before its term ?
 1) Balwantrai Mehta 2) Ashok Mehta 3) V. R. Rao 4) K. Santhanam
-

- 57) Consider the following statements :
- E-Governance is generally considered as a wider concept than E-Government
 - E-Governance can bring forth new concepts of citizenship, both in terms of citizen needs and responsibilities and its objective is to engage, enable and empower the citizen
- Now select a correct answer from the following alternatives :
- (i) is true but (ii) is false
 - Both (i) and (ii) are true and (ii) is correct explanation to (i)
 - Both (i) and (ii) are true but (ii) is not correct explanation of (i)
 - (i) is false but (ii) is true
-
- 58) Who advocated the Acceptance Theory of Authority ?
- Weber
 - Fayol
 - Taylor
 - Bernard
-
- 59) Fill in the blank :
Important infrastructure issues in E-Governance are without improvement in which an effective E-Governance programme cannot be implemented.
- Poor rural telecommunications network
 - Power problems
 - Inadequate network connectivity
 - All the above
-
- 60) The main source of revenue of urban local bodies in India are
- Taxes
 - Fees and fines
 - Grants and taxes
 - Service charges
-
- 61) Re-arrange the following steps in proper sequence followed in manpower planning
- Estimating future organisational structure and manpower requirement
 - Deciding goals or objectives
 - Developing a human resource plan
 - Auditing human resource; and
 - Planning job requirements and job description.
- (i),(ii),(iv),(v),(iii)
 - (i),(ii),(iv),(iii),(v)
 - (iii),(i),(iv),(v),(iii)
 - (ii),(i),(v),(iv),(iii)
-
- 62) In which type of interview the same question are asked to all the candidates ?
- Structured
 - Unstructured
 - Group
 - Behavioural
-
- 63) State whether true or false.
Manpower planning is needed
- To meet the needs of expansion programme
 - To stop turn over of employees.
 - To meet the challenges of a new and changing technology
 - To maintain and improve organisations ability to achieve its goal
- | | | | |
|-------------|-----------|------------|----------|
| 1) i) true | ii) true | iii) false | iv) true |
| 2) i) true | ii) false | iii) true | iv) true |
| 3) i) false | ii) true | iii) true | iv) true |
| 4) i) false | ii) false | iii) true | iv) true |
-

- 64) Which of the following methods is used for on-the-job training ?
 1) Apprenticeship 2) Lecture 3) Group discussion 4) Conference
-
- 65) State whether true or false
 i) External sources of recruitment reduce the morale of employees
 ii) Through external source of recruitment fresh talent and skill comes into the organisation.
 iii) The disadvantage of campus recruitment is that it encourages nepotism and cliques of relations.
 iv) Labour contractor is usually resorted to when the work is of a permanent nature..
 1) i) true ii) true iii) true iv) true
 2) i) true ii) true iii) true iv) false
 3) i) false ii) true iii) false iv) true
 4) i) true ii) true iii) false iv) true
-
- 66) Who proposed the two-factor theory of motivation ?
 1) Maslow 2) Herzberg 3) Vroom 4) McGregor
-
- 67) Classify the following appropriately in direct and indirect methods of recruitment
 i) Advertising in newspaper ii) Advertising on the radio
 iii) Travelling recruiters iv) Advertising in trade and professional journals
 v) Professional institutions vi) Advertising in magazines and brochures
 vii) Employee's contact with public.
 1) Direct recruitment - (iii), (v), (vii) Indirect recruitment - (i), (ii), (iv), (vi)
 2) Direct recruitment - (i), (v), (vii) Indirect recruitment - (ii), (iii), (iv), (vi)
 3) Direct recruitment - (iii), (v), (vi) Indirect recruitment - (i), (ii), (iv), (vii)
 4) Direct recruitment - (i), (iii), (v) Indirect recruitment - (i), (iv), (vi), (vii)
-
- 68) How can Ratan Tata be described as ?
 1) Manager 2) Leader 3) Executive officer 4) Social worker
-
- 69) Fill in the blank :
 Performance appraisal is a systematic of an employee's performance on his present job and of potentialities for a future job.
 1) Periodic and fault-finding 2) Occasional and impartial rating
 3) Periodic and appreciative rating 4) None of the above
-
- 70) What is the first need in the hierarchy of needs suggested by Maslow ?
 1) Physiological need 2) Safety need 3) Social need 4) Esteem need
-
- 71) Re-arrange the following steps in proper sequence followed in performance appraisal
 i) Establish performance standards ii) Communicate performance expectations to employees
 iii) Measure actual performance iv) Discuss the appraisal with the employee
 v) Compare actual performance with standards vi) If necessary, initiate corrective action.
 1) (i), (ii), (iii), (v), (iv), (vi) 2) (i), (ii), (iii), (iv), (v), (vi)
 3) (i), (ii), (iii), (vi), (iv), (v) 4) (i), (ii), (iv), (iii), (v), (vi)
-

- 72) How many leadership styles have been suggested by Likert ?
 1) 3 2) 7 3) 4 4) 9
-
- 73) choose the correct sequence for disciplinary action proceedings
 i) Issue of the charge-sheet ii) Consideration of the explanation
 iii) Suspension pending enquiry iv) Notice for holding the enquiry
 v) Holding of the enquiry vi) Appeal
 vii) Final decision of the disciplinary authority
 1) (i), (ii), (iii), (v), (vii), (vi) 2) (i), (iii), (ii), (vi), (v), (vi), (vii)
 3) (i), (ii), (iii), (iv), (v), (vii), (vi) 4) (i), (ii), (ii), (v), (iv), (vii), (vi)
-
- 74) What is a team called in which the members can meet each-other without concern for space or time?
 1) Functional team 2) Virtual team 3) Vertical team 4) Quality circle
-
- 75) Fill in the blank :
 A behaviour which is in breach of the accepted or expected norms of conduct constitutes
 1) Indiscipline 2) Punishable act 3) Misconduct 4) Misbehaviour
-
- 76) What would you call a plan prepared for a given future period in numerical terms ?
 1) Programme 2) Budget 3) Income statement 4) Master plan
-
- 77) Fill in the blank :
 is the act of increasing the knowledge for doing a particular job .
 means growth of an individual in all respects.
 1) Education, Training 2) Training Development
 3) Training, Education 4) Development, Education
-
- 78) Which type of budget correlates the physical and financial aspects of various government activities and establishes a meaningful relationship between inputs and outputs ?
 1) Zero-base budget 2) Performance budget
 3) Financial budget 4) Line-item budget
-
- 79) Classify the following into (I) on-the-job training and (II) off-the-job training.
 i) Lecture-cum-discussion ii) Coaching
 iii) Conference training iv) Understudy
 v) Case study vi) Position rotation
 1) On-the-job training - (i), (ii), (iv) Off-the-job training - (iii), (v), (vi)
 2) On-the-job training - (i), (ii), (vi) Off-the-job training - (iii), (iv), (v)
 3) On-the-job training - (iv), (v), (vi) Off-the-job training - (i), (ii), (iii)
 4) On-the-job training - (ii), (iv), (vi) Off-the-job training - (i), (iii), (v)
-
- 80) From which French word the term 'budget' is derived from ?
 1) Bougette 2) Bouke 3) Bougotta 4) Budgeto
-

- 81) Based on the conclusions from the studies of leadership research, qualities of successful leadership can be classified under heads
- | | |
|-----------------------|--------------------------|
| 1) Personality traits | 2) Knowledge and ability |
| 3) Skills | 4) All the above |
-
- 82) Which is the first stage in the disciplinary procedure ?
- | | |
|---------------------------|--------------------------|
| 1) Issue of charge sheet | 2) Notice of enquiry |
| 3) Termination of service | 4) Suspension of service |
-
- 83) Major function of leadership may be stated as
- | | |
|-----------------------------------|----------------------|
| 1) Motivating employees | 2) Guiding employees |
| 3) Creating congenial environment | 4) All the above |
-
- 84) Which test measures the job-related proficiency of the applicants ?
- | | | | |
|----------------------|------------------|---------------------|---------------------|
| 1) Intelligence test | 2) Aptitude test | 3) Achievement test | 4) Situational test |
|----------------------|------------------|---------------------|---------------------|
-
- 85) State whether the following statements are true or false
While preparing municipal corporation budget
- | | | | |
|--|-----------------------------|---|---|
| i) don't include all receipts and payments in the budget | ii) Adopt a balanced budget | iii) Provision for lending money to community organisations or individual is allowed. | iv) Borrowing money to support revenue expenses is not allowed. |
| 1) i) false | ii) true | iii) false | iv) true |
| 2) i) true | ii) false | iii) false | iv) true |
| 3) i) true | ii) true | iii) false | iv) true |
| 4) i) false | ii) true | iii) false | iv) false |
-
- 86) Which of the following is a off-the job training method ?
- | | | | |
|-------------------|--------------|--------------------|-----------------------|
| 1) Apprenticeship | 2) Committee | 3) Job instruction | 4) Vestibule training |
|-------------------|--------------|--------------------|-----------------------|
-
- 87) Which of the following statements is incorrect ?
- 1) The basis for preparing the budget will be the inputs from various functionaries
 - 2) Budget preparation shall be based on a bottom-up approach.
 - 3) Estimates shall be made from the highest unit and then consolidated at the Head Office.
 - 4) The consolidated budget shall be presented in a summary form
-
- 88) Who proposed Theory X and Theory Y of motivation ?
- | | |
|---------------------|-------------------|
| 1) Douglas McGregor | 2) Abraham Maslow |
| 3) William Ouchi | 4) Herzberg |
-

- 89) Consider the following statements :
- Performance budgeting has certain limitations.
 - It provides no remedy for the administrative deficiencies in the budget process
- Now select a correct answer from the following alternatives
- Both (i) and (ii) are true and (ii) is correct explanation to (i)
 - Both (i) and (ii) are true and (ii) is not correct explanation to (i)
 - (i) is false but (ii) is true
 - (i) is true but (ii) is false
-
- 90) What is the mildest action taken against an employee for an act of indiscipline ?
- Written warning
 - Verbal warning
 - Pay cut
 - Demotion
-
- 91) Identify from the following requirement of zero-base budgeting
- Identification and sharpening of objectives
 - Prioritisation of objectives and programmes
 - Selection of the best alternative through cost-benefit and cost-effectiveness analysis; and
 - Schemes and programmes sanctioned in the past need to be continued without any further examination.
- (i) (ii) (iv)
 - (ii) (iii) (iv)
 - (i) (ii) (iii)
 - (i) (iii) (iv)
-
- 92) From which Latin word the word 'audit' is derived from ?
- Audire
 - Audite
 - Audica
 - Audine
-
- 93) Consider the following statements :
- In the implementation of zero base budgeting in some organisation departments are reluctant to show savings.
 - They have fear that the amounts saved would be transferred and made available to some other department.
- Now select a correct answer from the following alternatives :
- (i) is false but (ii) is true
 - (i) is true but (ii) is false
 - Both (i) and (ii) are true but (ii) is not correct explanation of (i)
 - Both (i) and (ii) are true and (ii) is correct explanation to (i)
-
- 94) Who is the prime authority in the audit hierarchy of government accounts ?
- Audit General
 - Statutory Auditor
 - Finance Minister
 - Comptroller and Auditor General of India
-
- 95) State whether the following statements are true or false :
- Audit means merely checking the arithmetical accuracy.
 - The existence of normal audit does not fully prevent the occurrence of errors and frauds.
 - Audit is an examination and verification of assets and liabilities.
 - In audit, internal as well as external evidences are considered for checking of the accuracy of records.
- | | | | |
|-------------|----------|------------|-----------|
| 1) i) False | ii) True | iii) False | iv) True |
| 2) i) False | ii) True | iii) False | iv) False |
| 3) i) False | ii) True | iii) True | iv) False |
| 4) i) True | ii) True | iii) False | iv) True |
-

- 96) What is the process of introducing the new employees to the organisation called ? ?
 1) Orientation 2) Placement 3) Selection 4) Training
-
- 97) Fill in the blanks :
 implies that there is a continuous visit of the auditor. Audit which is taken up at the close of the financial year is known as the
 1) Stanadard audit, periodical audit 2) Continuous audit, periodical audit
 3) Continuous audit, efficiency audit 4) Continuous audit, balance sheet audit
-
- 98) Which of the following is the best discipline in any organisation ?
 1) Forced discipline 2) Negative discipline
 3) External discipline 4) Self-discipline
-
- 99) What is the long-form of SAP ?
 1) Software Application and Programmes 2) Software Application and Product
 3) Systems Applications and Products 4) Systems Appliptions and Programmes
-
- 100) Who are appointed to audit the account of municipalities ?
 1) Chartered Accountants 2) Local Fund Auditoprs
 3) Internal Auditors 4) Auditor General
-
- 101) Who defined "Project as an approval for capital investment to develop facilities for providing goods and services"?
 1) Project Management Institute of America 2) Project Management Institute of India
 3) World Bank 4) E. L. Hanson
-
- 102) What is the first step in the Project Planning Process ?
 1) Determination of objectives 2) Estimation of resources
 3) Resource planning 4) Time planning
-
- 103) What is called to the methodology developed for evaluating investment in projects from the point of view of the economy as a whole ?
 1) Technical analysis 2) Social cost analysis
 3) Social benefit analysis 4) Social cost benefit analysis
-
- 104) In which country the 'PERT' technique of project management was originally developed?
 1) America 2) Germany 3) France 4) Japan
-
- 105) What is the process of determining economic viability and worth of development of a project called ?
 1) Feasibility study 2) Technical study 3) Social cost study 4) Budget study
-
- 106) What is the first stage in the life cycle of a project ?
 1) Purchase and procurement 2) Construction
 3) Preliminary engineering 4) Contract negotiation
-

- 107) What is not covered in the project cost management ?
 1) Cost estimates
 2) Cash flow planning
 3) Cost control
 4) Activity sequencing
-
- 108) Which form of organisation is not suitable for project work ?
 1) Functional organisation
 2) Line and staff organisation
 3) Divisional organisation
 4) Matrix organisation
-
- 109) The object of which technique is to determine a project schedule which minimises the total cost ?
 1) PERT
 2) CPM
 3) Network Cost System
 4) Time Budget
-
- 110) Which company has developed the CPM technique ?
 1) Du Pont
 2) IBM
 3) Microsoft
 4) Tata steel
-
- 111) What is called to a contractual arrangement between a Government entity and a private sector company for providing an infrastructure service on payment of user charges ?
 1) Private enterprise service
 2) Public enterprise service
 3) Public private partnership
 4) Public government partnership.
-
- 112) Under what arrangement the airport project in New Mumbai is being undertaken ?
 1) State govt. funding
 2) Central govt. funding
 3) Public private partnership
 4) Private sector investment
-
- 113) What is the role of the Government under a public private partnership arrangement ?
 1) To finance the project
 2) To build the project
 3) To monitor the service
 4) To operate the service
-
- 114) What could be one of the reasons for unsuccessful implementation of a project ?
 1) Proper formulation
 2) Inadequate funds
 3) Better contract management
 4) Effective monitoring
-
- 115) By whom the project is evaluated ?
 1) Financial institutions
 2) Government agencies
 3) Co-operative organisations
 4) Finance Ministry
-
- 116) In recent years the following appraisal is considered more important in project formulation.
 1) Technical appraisal
 2) Environment appraisal
 3) Market appraisal
 4) Managerial appraisal
-
- 117) At present whose role is negligible in public transportation in India ?
 1) Central government
 2) Private sector
 3) State government
 4) Public corporations
-

- 118) Which technique is more suitable to project involving uncertainly factor ?
 1) PERT 2) CPM
 3) Network cost system 4) Statistical quality control
-
- 119) Under which arrangement the private company has to raise, run and handover the project to the expiry of a specific period ?
 1) BOOT 2) BOT 3) BT 4) Private sponsorship
-
- 120) New town development is one of the tasks of the following authority
 1) CIDCO 2) SIDO 3) MIDC 4) MSFC
-
- 121) What is called to the occurrence of a sudden or major misfortune which disrupts the basic fabric and normal functioning of a society ?
 1) Accident 2) Hazard 3) Disaster 4) Calamity
-
- 122) Which of the following events is not a natural disaster ?
 1) Earthquake 2) Gas leakage 3) Cyclone 4) Tsunami
-
- 123) Which is the first step in the disaster management system ?
 1) Preparation 2) Prevention 3) Early warning 4) Rehabilitation
-
- 124) Recently in which year Mumbai was affected by floods ?
 1) 2005 2) 2007 3) 2009 4) 2010
-
- 125) In which year the Disaster Management Act was passed in India ?
 1) 2003 2) 2005 3) 2007 4) 2001
-
- 126) What are the specific management principles on which functions of disaster management are based ?
 i) Planning ii) Organising
 iii) Staffing and human resource management iv) Leading
 v) Controlling vi) Reporting
 vii) Budgeting viii) Motivating
 1) (i) (ii) (iii) (iv) (v) 2) (ii) (i) (iv) (v) (iii)
 3) (iii) (ii) (i) (v) (vi) 4) (ii) (iii) (i) (iv) (v)
-
- 127) In which year Mumbai was subjected to bomb blasts by Pak terrorists ?
 1) 2003 2) 2005 3) 2008 4) 2010
-
- 128) What was the name of the cyclone that struck the Tamilnadu coast on 30th December 2011 ?
 1) Thane 2) Zen 3) Katerina 4) Matiz
-
- 129) What type of disaster in Mumbai can be mitigated by proper management of solid wastes?
 1) Fire 2) Flood 3) Cyclone 4) Storm
-

- 141) As per the amended provision of the MR and TP Act, 1966, the rate of development charge to be levied by Planning Authority
- 1) Can be increased after every fifth year
 - 2) Can be increased as and when resolved by the Planning Authority
 - 3) Can be increased with prior permission of the State Govt.
 - 4) Varies every year with respect to the rates of developed land mentioned in the Stamp Duty Ready Reckoner.
-
- 142) As per the new Land Acquisition and Resettlement and Rehabilitation Bill, if the land is acquired for urbanisation is to be kept reserved and offered to the land owner.
- 1) 12.5% of the developed land
 - 2) 20% of the developed land
 - 3) 25% of the developed land
 - 4) 50% of the developed land
-
- 143) If a Municipal Corporation fails to prepare the Development Plan for its area within the time period stipulated in the MR and TP Act, 1966, the remaining work upto the stage of submission of the draft Development Plan to the State Govt. is to be completed by the
- 1) Municipal Commissioner
 - 2) Director, Town Planning
 - 3) Concerned Divisional Deputy Director of Town Planning or an officer nominated by him not below the rank of Assistant Director of Town Planning.
 - 4) City Engineer of the Corporation.
-
- 144) The land owner may serve a purchase notice on the Planning Authority, under Section 127 of MR and TP Act, 1966, if his land reserved for any purpose in the Development plan coming into force.
- 1) 5 years
 - 2) 10 years
 - 3) 15 years
 - 4) 20 years
-
- 145) Acquisition of land reserved for public purpose is a step in the implementation of sanctioned development plan.
- 1) Restrictive
 - 2) Positive
 - 3) Negative
 - 4) Passive
-
- 146) In Rental Housing Scheme launched by M.M.R.D.A. to deal with the housing problem, the permissible floor space index is
- 1) 5
 - 2) 2.5
 - 3) 4
 - 4) 1.33
-
- 147) To acquire land for MHADA compensation is calculated on the following basis
- 1) Market value of the land
 - 2) Capitalization of net income
 - 3) 100 times net average monthly income
 - 4) None of the above
-
- 148) Planning legislation in India was introduced through
- 1) Town and Country Planning Act, 1947
 - 2) Bombay Town Planning Act, 1915
 - 3) Bombay Town Planning, 1954
 - 4) M.R. and T.P. Act 1966
-
- 149) Except for row housing scheme meant for low income groups and economically weaker section the effective F.S.I. in Municipal limits is
- 1) 0.5
 - 2) 1.00
 - 3) 1.5
 - 4) 0.75
-

- 150) Development charge is to be paid
 1) Half yearly 2) Annually 3) One time 4) None of the above
-
- 151) In the Town Planning Schemes the municipality plays the role of
 1) Owner 2) Arbitrator 3) Facilitator 4) Customer
-
- 152) Property tax levied by urban local bodies is based on
 1) Market value of the property 2) Rental value of the property
 3) Rateable value of the property 4) Area of the property
-
- 153) Suppose you are in possession of transferable development right, released from reservation of garden in Santacruz, where would you be able to utilise them ?
 1) Colaba 2) Mazgaon 3) Parel 4) Borivali
-
- 154) What is the responsibility of planning authority in the context of urban infrastructure ?
 1) To give employment 2) Water supply and sanitation
 3) Railway transport 4) Engineering education
-
- 155) Under which Section of the Maharashtra Regional and Town Planning Act, 1966, sanction is accorded to the Development Plan ?
 1) 25 2) 26 3) 27 4) 31
-
- 156) As per section of the Land Acquisition Act, there is a provision to give enhanced compensation for the lands acquired under the Land Acquisition Act.
 1) 4 2) 6 3) 11 4) 18
-
- 157) In Greater Mumbai Corporation limits is not a Planning Authority
 1) Slum Rehabilitation Authority (SRA) 2) MIDC
 3) Public Works Dept. 4) MMRDA
-
- 158) As per Development Control Regulation of greater Mumbai buildings having height more than are considered as multistoried/high rise buildings
 1) 18 Metres 2) 24 Metres 3) 30 Metres 4) 50 Metres
-
- 159) Built up area of flat is carpet area.
 1) Less than 2) More than 3) Equal to 4) Double the
-
- 160) The recommendation that regional plans for the Mumbai and Pune Metropolitan Regions should be undertaken was given by committee.
 1) Dr. Rafiq Zakaria 2) Charles Korea 3) Madhav Gadgil 4) Dr. Dhananjayrao Gaddgil
-

- 161) Planning standard gives
- 1) Maximum area for Various uses for a certain population.
 - 2) Minimum area for Various uses for a certain population and method for distribution of facilities in the town.
 - 3) Method for distribution of facilities in the town
 - 4) Minimum area for various used for a certain population.
-
- 162) Generally for preparation of proposed land use plan the colour blue is used to depictland use.
- 1) Public and Semi Public
 - 2) Commercial
 - 3) Industrial
 - 4) Residential
-
- 163) means a map indicating the use which lands in any specified area are put to at the time of preparing the map.
- 1) Existing building plan
 - 2) Proposed land use plan
 - 3) Proposed development plan
 - 4) Existing land use map.
-
- 164) Rain water Harvesting is related to what ?
- 1) To increase water availability by storing rain water in a tank or by seepage in the ground in that plot.
 - 2) To increase water capacity of lakes in cities
 - 3) To purify rain water
 - 4) To use rain water for agriculture
-
- 165) 'CRZ' means what ?
- 1) Coastal Revision Zone
 - 2) Coastal Regulation Zone
 - 3) City Reclamation Zone
 - 4) Coastal Reinforcement Zone
-
- 166) For the purpose of conserving and protecting the coastal areas and marine waters the CRZ area is classified in zones.
- 1) Two
 - 2) Three
 - 3) Four
 - 4) Five
-
- 167) Who is the Chairman of the State Level Steering Committee constituted for JNNURM projects in Maharashtra?
- 1) Metropolitan Commissioner MMRDA
 - 2) Principal Secretary (Urban Development)
 - 3) Chief Secretary
 - 4) Hon'ble Chief Minister
-
- 168) The word 'DPR' under JNNURM scheme means
- 1) Development Plan Report
 - 2) Development Project Report
 - 3) Detailed Project Report
 - 4) District Project Report
-
- 169) According to UNDP Report 2011, between 1980 to 2011, India's life expectancy at birth is increased by years.
- 1) 10.1
 - 2) 10.2
 - 3) 11.1
 - 4) 11.2
-

- 170) What is the percentage decadal growth of Mumbai city for 2001-2011 as per the provisional population figures of 2011 census ?
 1) -2.30 2) -4.96 3) -5.75 4) 8.01
-
- 171) Which report is to be submitted by the Commissioner before 31st July every year under Section 67 (A) of the BMC Act, 1949 ?
 1) Environment Planning Report 2) Environment Status Report
 3) Environment Preservation Report 4) Environment Conservation Report
-
- 172) Application is received by the State Govt. requesting for relaxation in timing for allowing public address system and firecrackers during 10 p.m. to 12-30 a.m. on 15th December 2011. Prior to this, relaxation under subrule (3) of rule 5 of the Noise Pollution (Regulation and Control) Act is already given for 2 days in January, 3 days in March, 5 days in July and 3 days in September. In such circumstances
 1) relaxation as requested by the applicant can be granted.
 2) relaxation can be granted for public address system and crackers only for the period 10 p.m. to 12 p.m.
 3) relaxation can be granted only for public address system for the period 10 p.m. to 12 p.m.
 4) no relaxation can be granted.
-
- 173) In Mumbai under slum rehabilitation scheme permissible floor space index is
 1) 1.00 2) 2.00 3) 2.50 4) 1.33
-
- 174) Prominently from which area, the people migrated to the Mumbai Cotton Mills ?
 1) Vidarbha 2) Marathwada 3) Khandesh 4) Konkan
-
- 175) The total Delhi-Mumbai Industrial Corridor passes through
 1) Delhi, Rajasthan, Gujarat, Maharashtra
 2) U.P. NCR of Delhi, Haryana, Rajasthan, Gujarat, Maharashtra
 3) Delhi, Haryana, Rajasthan, Gujarat, Maharashtra
 4) U.P. NCR of Delhi, Rajasthan, Gujarat, Maharashtra
-
- 176) Under what circumstances fundamental right given by constitution stand suspended ?
 1) Declaration of war with the other country 2) Internal mutiny
 3) Communal Riots 4) During emergency declared by President
-
- 177) Which of the following cases is not related to the chapter of "fundamental Right" in the constitution ?
 1) Keshavananda v/s State of Kerala 2) Golaknath v/s State of Punjab
 3) Mohri Bibi v/s Dharmdas Ghosh 4) Case of Shankar Prasad
-
- 178) Fundamental Right given under which of the following articles are available to the citizen of India and so also to the foreigners ?
 1) Art.15 2) Art. 14 3) Art.19 4) Art. 30
-

- 179) Under which of the following writs command is give to a person to perform public duty?
 1) Habeas corpus 2) Prohibition 3) Mandamus 4) Quo-Warranto
-
- 180) By which of the following amendments "Right of property" was deleted from the list of fundamental right of the Constitution ?
 1) The 42nd Amedment 1976 2) The 44th Amedment 1978
 3) The 45th Amedment 1980 4) The 46th Amedment 1982
-
- 181) Who appoints registrar Under Section 7 of the Parsi Marriage and Divorce Act 1936 ?
 1) President 2) Governor
 3) Chief Justice of High Court 4) None of the above
-
- 182) Which of the following is the essential condition to solemnize valid marriage under Special Marriage Act 1954 ?
 1) Saptapadi 2) Ashirwad ceremony
 3) Thirty days notice in writing to the marriage officer of the district 4) All the above
-
- 183) As per the Hindu Minority and Guardianship Act 1956 upto what age custody of a child should be with the mother ?
 1) Seven years 2) Upto puberty 3) Two years 4) Five years
-
- 184) Which fundamental right guarantees right to freedom of press ?
 1) Right to form association 2) Right to equality
 3) Right to freedom of speech and expression 4) Right to freedom of religion
-
- 185) After attaining what age can a person be engaged on work in a factory ?
 1) 11 2) 12 3) 14 4) 16
-
- 186) If a person is addressed as "an untouchable", which of the following statements is correct?
 1) It is a punishable offence under the constitution of India.
 2) It is a punishable offence under the Indian Penal Code, 1860
 3) It is a not a punishable offence
 4) It is a punishable offence under the Protection of Civil Right Act, 1955.
-
- 187) What percent jobs are reserved for the physically challenged in the Government and government/aided educational institutions ?
 1) 1% 2) 2% 3) 3% 4) 4%
-
- 188) Who is the Chair Person of the National Human Right Commission ?
 1) Shri. Ram Vilas Paswan 2) Shri. Vajahat Habibullah
 3) Justice K.G. Balakrishnan 4) None of the above
-

- 189) When did the Protection of Human Right Act come into being ?
1) 1980 2) 1993 3) 2000 4) 2003
-
- 190) Where is the office of the Maharashtra Human Right Commission located ?
1) Hajarimal Somani Marg, Near Chhatrapati Shivaji Terminus, Mumbai.
2) Premises of Bombay High Court Mumbai
3) Karmveer Bhaurao Patil Marg, Mumbai
4) Near Railway Station, Pune
-
- 191) When did the General Assembly of the United Nations adopt the Universal Declaration of Human Rights?
1) 1945 2) 1948 3) 1990 4) 1993
-
- 192) Which Section of The Right to Information Act 2005 provides for an appeal ?
1) Section 21 2) Section 22 3) Section 19 4) Section 20
-
- 193) What is the penalty prescribed to a State Public Information Officer who without any reason refuses to creceive an application for information under The Right to Information Act 2005 ?
1) Rs. 250 for each day 2) Rs. 200 for each day
3) Rs. 350 for each day 4) Rs. 400 for each day
-
- 194) What right are protected under The Protection of Human Right Act 1993 ?
1) Right relating to life and liberty 2) Right relating to life and equality
3) Right relating to equality and dignity 4) All the above
-
- 195) What is the term of officer of the Chair Person of a National Human Right Commission under The Protection of Human Right Act 1993 ?
1) 10 years 2) 7 years 3) 5 years 4) 8 years
-
- 196) Who appoint a member of the State Human Rights Commission under The Protection of Human Right Act 1993 ?
1) President 2) Governor 3) Prime Minister 4) High Court
-
- 197) What is an essential qualification for becoming a special public prosecutor under The Protection of Human Right Act 1993 ?
1) 5 years practice as an advocate 2) 3 years practice as an advocate
3) 6 years practice as an advocate 4) 7 years practice as an advocate
-
- 198) Which is the third principle of natural Justice according to the "Doboughe Committee"?
1) No one shall be denied the permission to make a statement
2) A party is entitled to know the reason for the decision.
3) No one shall be punished without reason
4) None of the above
-

199) What is the object of natural Justice ?

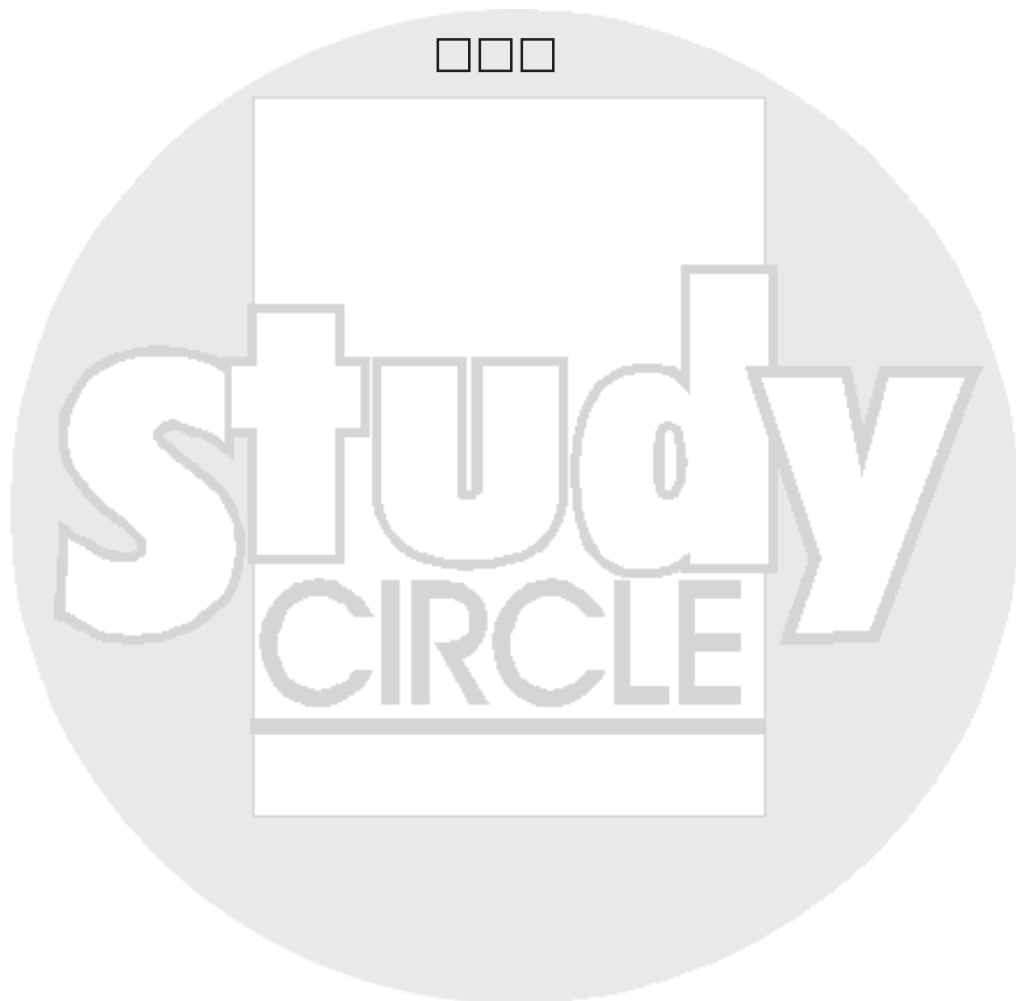
- 1) To secure justice
- 3) To prevent delay

- 2) To prevent miscarriage of justice
- 4) (1) and (2) both

200) "Principles of Natural Justice" have established a firm relationship between which of the following factors?

- 1) Law and morality
- 3) Law and Crime

- 2) Law and punishment
- 4) Law and order



Answers

- 1) First consider the following statements :
- i) The specialist argued that administration is administration irrespective of the nature and context of work.
- ii) The principles of administration have universal validity and relevance.
- Now select a correct answer from the following alternatives :
- 1) Both (i) and (ii) are true, but (ii) is not correct explanation of (i)
- 2) Both (i) and (ii) are true and (ii) is correct explanation of (i)
- 3) (i) is true but (ii) is false
- 4) (i) is false but (ii) is true

1-2	2-3	3-2	4-4	5-4	6-2	7-2	8-1	9-3	10-4
11-1	12-2	13-3	14-4	15-1	16-1	17-2	18-2	19-3	20-1
21-1	22-4	23-2	24-2	25-1	26-1	27-1	28-2	29-2	30-4
31-1	32-3	33-1	34-3	35-2	36-2	37-3	38-2	39-4	40-1
41-1	42-2	43-2	44-2	45-1	46-1	47-1	48-1	49-2	50-3
51-4	52-2	53-2	54-4	55-4	56-2	57-2	58-4	59-4	60-3
61-3	62-1	63-2	64-1	65-4	66-2	67-1	68-2	69-4	70-1
71-1	72-3	73-1	74-2	75-3	76-2	77-2	78-2	79-4	80-1
81-4	82-1	83-4	84-3	85-1	86-4	87-3	88-1	89-1	90-2
91-3	92-1	93-4	94-4	95-1	96-1	97-4	98-4	99-3	100-2
101-3	102-1	103-4	104-1	105-1	106-3	107-4	108-1	109-2	110-1
111-3	112-3	113-3	114-2	115-1	116-2	117-2	118-1	119-2	120-1
121-3	122-2	123-2	124-1	125-2	126-1	127-3	128-1	129-2	130-3
131-4	132-1	133-2	134-2	135-3	136-3	137-1	138-3	139-2	140-2
141-4	142-2	143-3	144-2	145-2	146-3	147-3	148-2	149-2	150-3
151-3	152-3	153-4	154-2	155-4	156-4	157-3	158-2	159-2	160-4
161-4	162-2	163-4	164-1	165-2	166-4	167-4	168-3	169-1	170-3
171-2	172-3	173-3	174-4	175-2	176-4	177-3	178-2	179-3	180-2
181-3	182-3	183-4	184-3	185-3	186-4	187-3	188-3	189-2	190-1
191-2	192-3	193-1	194-4	195-3	196-2	197-4	198-2	199-4	200-1