

**PROVISIONAL ANSWER KEY**

Paper: 002 - Kerala Financial Code (Lower)  
Date of Test 01-04-2023

Question1:-What is a muster roll?

- A:-It is a roll call system
- B:-Initial record of labour employed each day on a work
- C:-Appendix of estimate
- D:-Record of materials used in a public work

Correct Answer:- Option-B

Question2:-Expenditure on reducing recurring liabilities is classified as

- A:-Capital expenditure
- B:-Revenue expenditure
- C:-Miscellaneous expenditure
- D:-None

Correct Answer:- Option-A

Question3:-Report of Transfer of charges should be communicated to the AG on

- A:-same day of charge taken
- B:-next day
- C:-convenience of the officer
- D:-same month

Correct Answer:- Option-A

Question4:-A higher authority directed a government servant to start a work without a sanctioned estimate and fund. What she should do?

- A:-She should not obey the direction
- B:-As it is an order from a superior officer she should obey it
- C:-Since the order violates KFC, she has no obligation to obey the order
- D:-She should immediately inform the matter to the Accountant General

Correct Answer:- Option-D

Question5:-The authority to withdraw money from Consolidated Fund of the State.

- A:-Appropriation Bill
- B:-Demand for Grant
- C:-Appropriation Act
- D:-Vote on Account

Correct Answer:- Option-C

Question6:-In which article of KFC register of immovable properties is discussed

- A:-170
- B:-171(a)
- C:-169
- D:-180

Correct Answer:- Option-A

Question7:-Time allotted for reply of audit objections

- A:-A fortnight
- B:-As fixed by AG
- C:-One month
- D:-No time limit

Correct Answer:- Option-A

Question8:-Who is responsible for loss of money from a government office?

- A:-Head of office
- B:-Officer who holds cash
- C:-Responsibility will be fixed after investigation
- D:- (1) and (2)

Correct Answer:- Option-B

Question9:-Additions and modifications in register of Form 23(I and II) KFC should be communicated to whom?

- A:-Chief Secretary
- B:-Head of the department
- C:-Accountant general
- D:-Secretary of the department

Correct Answer:- Option-C

Question10:-The head of a department wishes to execute an electrical work in his office. What is the first thing he should do?

- A:-Prepare an estimate and execute the work
- B:-Obtain an estimate from PWD electrical wing and execute the work
- C:-He will award the work to a contractor
- D:-He should apply to the government to allot the work to his department

Correct Answer:- Option-D

Question11:-What should be the first response of a Government servant on an application for refund from a person?

- A:-Refund the amount at once
- B:-Trace out the original record of receipt
- C:-Obtain sanction for refund from a superior officer
- D:-Record refund entry against the original entry

Correct Answer:- Option-B

Question12:-Budgetary Cycle means what?

- A:-Preparation of budget
- B:-Scrutiny of departmental estimate
- C:-Appropriation among disbursing officers
- D:-Preparation, passing, execution and review of budget

Correct Answer:- Option-D

Question13:-Who will sanction the purchase of new animals by exchange of animals of equivalent value in a zoo?

- A:-Director of Museum and Zoo
- B:-Government
- C:-Purchase committee
- D:-Finance department

Correct Answer:- Option-A

Question14:-All original electrical works of government are executed by whom?

- A:-PWD Electrical wing

- B:-Registered contractors
- C:-Concerned government department itself
- D:-KSEB

Correct Answer:- Option-A

Question15:-Who should furnish certificate of reconciliation to Finance Department?

- A:-Chief controlling officer
- B:-Treasury officer
- C:-Chief accountant
- D:-None

Correct Answer:- Option-A

Question16:-What is Centage charge?

- A:-Percentage rate
- B:-A financial assistance
- C:-Charge levied by Government from a private party for executing a work
- D:-Establishment charge

Correct Answer:- Option-C

Question17:-An amount of money is lost from a government office. Further investigation revealed that the loss was due to an officer's honest error. Then what will be the further action to be taken against the officer?

- A:-Condonation
- B:-Departmental action
- C:-Recover the loss from the officer
- D:-Recover the loss with interest from the officer and take departmental action

Correct Answer:- Option-A

Question18:-When a union function is delegated to the State, the financial transactions related to that delegated function is regulated by

- A:-KFC
- B:-KBM
- C:-General financial rules of the Central Government
- D:-None

Correct Answer:- Option-C

Question19:-Certificate of count of all books kept in an office is made on

- A:-15th of April
- B:-15th of April every year
- C:-31st March every year
- D:-31st December

Correct Answer:- Option-B

Question20:-Which Legislative Committee examines the audit report of public undertakings?

- A:-PAC
- B:-LFAC
- C:-Estimate Committee
- D:-Committee on public undertakings

Correct Answer:- Option-D

Question21:-After presenting the pay bill of a month, it is found that the last two days salary was in admissible. What should be done to rectify the mistake?

- A:-Inform treasury officer
- B:-Immediately call back the bill
- C:-Excess payment should be recovered by short drawal in the succeeding month bill
- D:-Inform the audit section

Correct Answer:- Option-C

Question22:-An electrical work is awarded to a government office. What is the first action the head of office should take?

- A:-Obtain detailed plan and estimate from PWD Electrical wing
- B:-Call tender and execute the work
- C:-Take technical advice from engineers of electrical wing
- D:-Settle the bill for the work

Correct Answer:- Option-A

Question23:-Which register/registers are to be used in secrete service expenses?

- A:-Contingent register
- B:-Cash book
- C:-Contingent register and Cash book
- D:-None

Correct Answer:- Option-B

Question24:-Name the register of Form 24B, KFC

- A:-Auction register
- B:-Permanent advance register
- C:-Register for watching utilisation of grant-in-aid
- D:-Contingent register

Correct Answer:- Option-C

Question25:-Which item listed below is not an expenditure from the consolidated Fund of the State?

- A:-Salary of speaker
- B:-Expenses of P.S.C.
- C:-Expense of Hon'ble High Court
- D:-Expenses of Government Secretariat

Correct Answer:- Option-D

Question26:-Statement showing waiver of revenue should be submitted to whom?

- A:-Government Secretary
- B:-Chief Secretary
- C:-Finance Department
- D:-Account General

Correct Answer:- Option-D

Question27:-Usually site suitability should be consulted with the local authority before constructing a new government building. But this condition is exempted if the construction is \_\_\_\_\_.

- A:-An urgent construction
- B:-If it is in the government land
- C:-Within a reserved forest
- D:-None

Correct Answer:- Option-C

- Question28:-A person's written order to a treasury officer to pay an amount to himself is called  
A:-Cheque  
B:-Draft  
C:-Pay order  
D:-Receipt  
Correct Answer:- Option-A
- Question29:-What are contingencies?  
A:-Incidental expense for running an office  
B:-Emergency expenditure  
C:-Expense for Dietary articles  
D:-Common expenditure  
Correct Answer:- Option-A
- Question30:-Which agencies control public expenditure?  
A:-Legislature, Executive and Press  
B:-Legislature, Executive and Judiciary  
C:-Legislature, Executive and Audit  
D:-Legislature, Judiciary and Audit  
Correct Answer:- Option-C
- Question31:-Preparation of estimate for a new building is discussed in which article of KFC?  
A:-Art. 173  
B:-Art. 172  
C:-Art. 120  
D:-Art. 174  
Correct Answer:- Option-A
- Question32:-The scale of pay of a new post should be decided by  
A:-Head of the department  
B:-Govt. secretary  
C:-In the time scale of same class or category of post in Govt. Service  
D:-Pay commission  
Correct Answer:- Option-C
- Question33:-What are the two conditions that should be satisfied by a government servant to incur expenditure from public fund?  
A:-Sanction & Provision for fund  
B:-Sanction & Approval of AG  
C:-Fund & Approval of AG  
D:-None  
Correct Answer:- Option-A
- Question34:-Is it admissible to include watchman's wage in an estimate for a new government building?  
A:-No, it should be paid from the contingencies  
B:-No, estimates should not allow such expense  
C:-No, it is against KFC  
D:-Yes, it is admissible under KFC  
Correct Answer:- Option-B
- Question35:-The stocks in government offices are audited by  
A:-C & AG  
B:-Internal Auditor  
C:-Chartered Accountant  
D:-Finance Inspection wing  
Correct Answer:- Option-A
- Question36:-In which article/articles fidelity insurance cover is discussed?  
A:-244 E  
B:-262  
C:-285  
D:-285 & 286  
Correct Answer:- Option-D
- Question37:-The used up railway warrant books are preserved for how many years?  
A:-Half year  
B:-3 years  
C:-One year  
D:-2 years  
Correct Answer:- Option-B
- Question38:-A detailed plan and estimate were obtained from a competent engineer for a new Government building. What is the next course of action?  
A:-Execute the plan without delay  
B:-Bid invitation should be initiated  
C:-Wait for next direction from the government  
D:-Forward the plan and estimate for technical sanction  
Correct Answer:- Option-B
- Question39:-Which agency limits public spending and appropriates grants to different sectors?  
A:-Legislature  
B:-C & AG  
C:-Executive  
D:-1, 2 & 3  
Correct Answer:- Option-A
- Question40:-Is it obligatory for a government servant to fully utilize the contingent expenditure allotment?  
A:-Since it is a budget allotment, it should be fully utilized  
B:-The government servant should only use the amount really necessary  
C:-Since the amount is given in public interest, he should fully use the allotment  
D:-He may use his personal conviction  
Correct Answer:- Option-B
- Question41:-An officer paid some contingent charges from the savings of a public work. Is his action allowable under KFC?  
A:-Yes, savings can be used for public expenditure  
B:-No, he should have first obtain sanction from a competent authority  
C:-No, the action is against KFC  
D:-Yes if it is fairly contingent on the actual execution of the work

Correct Answer:- Option-D

Question42:-Daily collection of a Office should be remitted to treasury on

- A:-Once in a week
- B:-Once in a month
- C:-Same day itself
- D:-Next working day

Correct Answer:- Option-D

Question43:-What is a supplementary estimate?

- A:-An additional estimate to sanctioned estimate
- B:-Necessary additions to sanctioned estimate for proper execution of a work in progress
- C:-A new estimate
- D:-An estimate for correcting some mistakes in sanctioned estimate

Correct Answer:- Option-B

Question44:-Certificate of Reconciliation should be send to Finance Department every year on

- A:-31st March
- B:-31st December
- C:-30th September and 31st March
- D:-30th September

Correct Answer:- Option-C

Question45:-After taking all possible steps some revenue could not be collected. What is the next action?

- A:-Obtain sanction for write off
- B:-Take legal action
- C:-Close the account after showing uncollected amount as arrears
- D:-Wait for further directions from the government

Correct Answer:- Option-A

Question46:-Who is competent to sanction the purchase of a clock in a Government office?

- A:-Government
- B:-Head of office
- C:-Head of the department
- D:-None

Correct Answer:- Option-C

Question47:-Who keeps the accounts of a State?

- A:-Chief secretary
- B:-Central Government
- C:-Finance Secretary
- D:-Accountant General

Correct Answer:- Option-C

Question48:-Who will prepare a completion report for a public work?

- A:-The officer who pays for the work
- B:-The engineer who prepared the estimate for that work
- C:-The engineer who supervised the work
- D:-The engineer who had given technical sanction for that work

Correct Answer:- Option-A

Question49:-Which is the first step in revenue collection?

- A:-Collection
- B:-Demand
- C:-Write off
- D:-Assessment

Correct Answer:- Option-D

Question50:-C & AG submits its audit report to

- A:-CM
- B:-Governor
- C:-Speaker
- D:-Chief Secretary

Correct Answer:- Option-B

Question51:-The term supernumerary means

- A:-A substantive post
- B:-An establishment post above sanctioned strength
- C:-An appointment sanctioned by government
- D:- (1), (2) and (3)

Correct Answer:- Option-D

Question52:-The amount provided in the budget estimate for a unit is also called

- A:-Appropriation
- B:-Allotment
- C:-Approval
- D:-Sanction

Correct Answer:- Option-A

Question53:-The fund which is defined in Articles 266&267 of Constitution of India is

- A:-Distress relief fund
- B:-Emergency fund
- C:-Army welfare fund
- D:-Public fund

Correct Answer:- Option-D

Question54:-In which method of work execution contract is not necessary

- A:-Departmentally by daily labour
- B:-Piece-work
- C:-Lump sum contract
- D:-Percentage rate contract

Correct Answer:- Option-A

Question55:-Who should keep the treasury challan of revenue collection?

- A:-Head of office
- B:-Officer responsible for collection
- C:-Head Clerk
- D:-Office Attendant

Correct Answer:- Option-B

Question56:-A technique of presenting the operations of government in both financial and physical terms is

- A:-Gender budgeting
- B:-Performance budgeting
- C:-Financial budgeting
- D:-Sustainable budgeting

Correct Answer:- Option-B

Question57:-The money which is kept out of government account but placed under the control of government by rule or law is

- A:-Disaster management fund
- B:-Local fund
- C:-SCP fund
- D:-Distress relief fund

Correct Answer:- Option-B

Question58:-The rent of a building under the control of a departmental officer should be fixed with the help of

- A:-AG
- B:-Executive Engineer
- C:-The officer himself
- D:-None

Correct Answer:- Option-B

Question59:-The expression "reasonable time" in the order sanctioning a grant means what?

- A:-One year from the date of issue of order
- B:-Reasonable time for expending the grant
- C:-Six months
- D:-One year

Correct Answer:- Option-A

Question60:-The first tier of classification in government account is called

- A:-Sector
- B:-Head
- C:-Unit
- D:-Class

Correct Answer:- Option-A

Question61:-What is contribution to Devaswom fund?

- A:-A government donation to Devaswom
- B:-Public contribution to Devaswom
- C:-Yearly grant to Devaswom
- D:-Yearly government contribution to Devaswom fund under art. 290A of Indian Constitution

Correct Answer:- Option-D

Question62:-The only register in a public work having evidence value in a court of law

- A:-Measurement book
- B:-Muster roll
- C:-Agreement register
- D:-Tender register

Correct Answer:- Option-A

Question63:-Budget estimates were scrutinised by

- A:-Administrative department
- B:-Finance department
- C:-Administrative department and Finance department
- D:-Finance department and AG

Correct Answer:- Option-C

Question64:-When will Onam advance be drawn and disbursed?

- A:-Last 3 workings days prior to Onam holidays
- B:-Last working day prior to Onam holiday
- C:-Next working day after the disbursement of salary of the month in which Onam falls
- D:-None

Correct Answer:- Option-A

Question65:-Returned pension money order is treated as which deposit?

- A:-Personal deposit
- B:-Revenue deposit
- C:-Civil deposit
- D:-Pension deposit

Correct Answer:- Option-B

Question66:-Which is not a duty of the treasury officer in the collection of fines?

- A:-Preparation of form 2
- B:-Verification of the fine statement
- C:-Clearing discrepancy in fine statement
- D:-Certifying the correctness of fine statement

Correct Answer:- Option-A

Question67:-The entries of government accounts which does not involve financial transactions are called

- A:-Book transfer
- B:-Cashless transactions
- C:-Bank adjustment
- D:-None

Correct Answer:- Option-A

Question68:-The term Grant means

- A:-financial assistance from the government
- B:-Non-refundable advance
- C:-An assistance to a local body
- D:-Sum sanctioned by the legislature to a particular service

Correct Answer:- Option-D

Question69:-The time allotted for expending library grant

- A:-2 Months
- B:-6 Months
- C:-75% of grant should be utilised in 2 months and for the remaining 25% 6 months
- D:-1 year

Correct Answer:- Option-C

Question70:-A bund of a paddy field suddenly breached. What immediate action a government servant should take?

- A:-Immediately start Bund restoration work and inform the matter to the superior authority
- B:-He should immediately escape from the place of disaster
- C:-He should wait for a sanctioned estimate and fund
- D:-Inform the matter to superior officers and wait for further orders

Correct Answer:- Option-A

Question71:-What is the system of classification of government transaction?

- A:-Two-tier system of accounting
- B:-Classification into heads
- C:-Five-tier system of accounting
- D:-Accounting transactions in various sectors

Correct Answer:- Option-C

Question72:-Which is not an item of government revenue?

- A:-Profession tax
- B:-Land tax
- C:-Fines and Penalties
- D:-Forest receipts

Correct Answer:- Option-A

Question73:-School grants were made under which rule?

- A:-KFC
- B:-KFC & KER
- C:-KER
- D:-Departmental code

Correct Answer:- Option-C

Question74:-When a security deposit is refunded to a contractor, the officer paid 4% interest rate to the contractor. Is the action allowable under KFC?

- A:-Yes
- B:-No
- C:-Yes, but the interest should be at the rate of FD
- D:-Yes, but the allowed interest rate is only 2%

Correct Answer:- Option-B

Question75:-A contractor work should be executed only after \_\_\_\_\_.

- A:-Receiving orders from superior officer
- B:-The foundation stone laying ceremony
- C:-Signing a formal written agreement
- D:-After receiving sanction from the audit department

Correct Answer:- Option-C

Question76:-What is the time limit for refund of revenue made ex gratia to the government?

- A:-One year
- B:-6 months
- C:-2 years
- D:-The financial year in which the credit is made

Correct Answer:- Option-A

Question77:-For the purchase of which of the following item requires government sanction?

- A:-Maps in government schools
- B:-Maps in survey department
- C:-Livestock
- D:-Periodicals in public library

Correct Answer:- Option-C

Question78:-When a work is executed departmentally using daily labour?

- A:-If it is more economical
- B:-If the contractors are unwilling
- C:-In urgent situations
- D:-Both (1) and (2)

Correct Answer:- Option-D

Question79:-Lapse period for wages

- A:-3 months
- B:-6 months
- C:-1 year
- D:-No lapse period

Correct Answer:- Option-A

Question80:-The assignment of funds by the Legislature to meet specified expenditure is

- A:-Approval
- B:-Appropriation
- C:-Allotment
- D:-Authorisation

Correct Answer:- Option-B

Question81:-Which is a civil court's deposit?

- A:-Security deposit
- B:-EMD
- C:-Witness Batta
- D:-Sale proceeds of land

Correct Answer:- Option-C

Question82:-The act of reporting unexpended appropriation back to the finance department is

- A:-Surrender
- B:-Re appropriation
- C:-Refund
- D:-None

Correct Answer:- Option-A

Question83:-Rewards paid to non-officials are classified as

- A:-Establishment expenditure
- B:-Contingent expenditure
- C:-Miscellaneous expenditure

D:-Secrete expenditure

Correct Answer:- Option-B

Question84:-Preparation of budget is a \_\_\_\_\_ function.

A:-Legislative function

B:-Executive function

C:-Legislative & Executive function

D:-None

Correct Answer:- Option-B

Question85:-Kerala Financial Code is supplementary to \_\_\_\_\_

A:-KTC

B:-KSR

C:-KBM

D:-None

Correct Answer:- Option-A

Question86:-75% of library grant should be used for purchase of new books. How the remaining 25% be expended?

A:-For purposes approved by the library committee

B:-For librarian allowance

C:-For light refreshment charges of library committee meetings

D:-For the purchase of magazines

Correct Answer:- Option-A

Question87:-Materials other than cash & documents which are used in public service is termed as

A:-Articles

B:-Stores

C:-Stock

D:-Goods

Correct Answer:- Option-B

Question88:-Budget estimates should be based on

A:-Cash

B:-Assets

C:-Need

D:-Demand

Correct Answer:- Option-A

Question89:-In a land acquisition, payment is in ordinally delayed. The land owner demanded interest for the delayed period. Who should pay the interest?

A:-No interest will be admissible

B:-Government

C:-The officer who cleared the delayed payment

D:-All officers who were personally responsible for the delay

Correct Answer:- Option-D

Question90:-The amount payable for each unit of a public work is

A:-Rate

B:-Charge

C:-Contractor's profit

D:-Centage

Correct Answer:- Option-A

Question91:-Form of utilisation certificate?

A:-Form 53-B

B:-Form 43

C:-Form 44

D:-Form 41

Correct Answer:- Option-C

Question92:-Due to some unavoidable circumstances a huge sum of money has to be transferred immediately from an office to its head office in another district. Then who will be deputed to carry the cash?

A:-An OA of proven reliability of that office

B:-A new recruit of that office

C:-Using office car

D:-Using departmental vehicle with police protection along with a supervising officer and peon

Correct Answer:- Option-D

Question93:-When will the head of office start rectifying the irregularities pointed out in an inspection?

A:-After receiving the inspection report

B:-4 weeks from the receipt of inspection report

C:-When the audit office asks a reply

D:-Rectify the irregularity when he get information about it from the audit team

Correct Answer:- Option-D

Question94:-The term controlling officer means

A:-Collector

B:-Head of a department

C:-An officer who controls revenue collection

D:- (1), (2) and (3)

Correct Answer:- Option-D

Question95:-In the case of repairs and maintenance of a government building, what is close estimating means?

A:-Real and practical estimate

B:-Estimates with careful personal attention

C:-Estimates without lump sum provision

D:-Estimate restricted to sanctioned fund

Correct Answer:- Option-C

Question96:-TA advance to the family of officer who die while in service is given to whom?

A:-Widow/widower

B:-Any member of the family

C:-Based on the sanctioning authority's decision

D:-TA advance is not admissible

Correct Answer:- Option-C

Question97:-Special contingencies are

A:-Recurring contingencies

B:-Non-recurring contingencies

C:-Contingencies with special sanction

D:- (1), (2) and (3)

Correct Answer:- Option-D

Question98:-The written undertaking by a person to supply a store to a government office is called

A:-Supply order

B:-Contract

C:-Purchase order

D:-Expression of interest

Correct Answer:- Option-B

Question99:-Who will maintain the record of History of service of a gazetted officer?

A:-Accountant General

B:-Head of office

C:-Head of Department

D:-Finance Department

Correct Answer:- Option-A

Question100:-The contract for the supply of stores at a specified rate during the period covered by the contract is

A:-Negotiated contract

B:-Rate contract

C:-Running contract

D:- (1), (2) and (3)

Correct Answer:- Option-B