

19-2-2011

**GOVERNMENT OF PUDUCHERRY**  
**REGISTRATION TEST**  
**REGISTRATION ACT AND RULES AND DEPARTMENTAL ORDERS**  
**GOVERNING REGISTRATION PROCEDURE**

(WITH BOOKS)

Part I  
Time :3 Hours

Paper I  
Maximum Marks :100

Note: 1. Answer any five questions.  
2. Quote authority for your answers.  
3. All questions carry equal marks.

- 1) Explain briefly the instructions issued by the Government in respect of the examination and impounding of instruments presented for registration for realisation of proper stamp duty.
- 2) Discuss briefly the instructions issued by the Government for strict observance by the Registering officers in order to avoid fraudulent registration of documents, impersonation etc., in all cases of transactions involving properties.
- 3) Write short notes on the following:
  - (a) Registration of documents executed by Government officers or public functionaries.
  - (b) Deposit of wills and the procedure to be followed thereon.
  - (c) Register Books and Indexes.
- 4) When does a registered document commence to operate? What is the effect of non-registration of documents required to be registered? Also explain the position in the context of a mortgage created initially by deposit of title deeds and followed by the execution and registration of a mortgage deed relating to the same property.
- 5) What is the time prescribed for the presentation of a document for registration? Describe briefly the provisions relating to Re-registration of Certain documents.
- 6) How is the place of registration of a document determined? Explain the procedure to be followed by a sub registrar, when a document relating to land in several sub districts or districts is presented for registration before him.
- 7) What are the documents in respect of which the registration is not compulsory and is optional? Can a registering officer refuse to register a document on the ground that registration of such a document is opposed to public policy.

**GOVERNMENT OF PUDUCHERRY  
REGISTRATION TEST  
INDIAN STAMP ACT AND THE RULES FRAMED THEREUNDER**

(WITH BOOKS)

Part I  
Time :2½ Hours

Paper 2  
Maximum Marks :100

Note: 1. Answer any five questions.  
2. Quote authority for your answers.  
3. All questions carry equal marks.

- 1) What is the percentage of remission granted by the Government of Pondicherry to women members who acquire property through deed of sale, exchange or gift in their names, in the stamp duty payable by them. Mention the date on which this concession has been brought into effect and also the conditions laid down for availing this concession.
- 2) Explain briefly the provisions relating to the disposal of unserviceable and obsolete stamps contained in the Pondicherry Stamp Rules, 1969.
- 3) Write short notes on the following:
  - (a) Bond.
  - (b) Denoting duty.
  - (c) Settlement.
- 4) Discuss briefly the main points to be taken into consideration by the Collector in arriving at the provisional market value of an item of property contained in an instrument referred to him by the Registering officer for such purpose under the Indian Stamp Act, 1899.
- 5) Explain the provisions relating to the use of adhesive stamps and the object of their cancellation. What is the penalty provided for failure to cancel an adhesive stamp.
- 6) Unless a document is duly stamped, it cannot be admitted in evidence. Explain with reference to the provisions contained in the Indian Stamp Act, 1899.
- 7) Mention the stamp duty to be paid in the following cases:
  - (a) Articles of Association of a company.
  - (b) Certificate of sale.
  - (c) Partition deed, where it is effected in pursuance of an agreement to divide property in severalty.
  - (d) Receipt
  - (e) Surrender of lease.

GOVERNMENT OF PUDUCHERRY  
REGISTRATION TEST  
MISCELLANEOUS ACTS

(WITH BOOKS)

Part I  
Time : 1½ Hours

Paper 3  
Maximum Marks : 50

Note: 1. Answer any five questions.  
2. Quote authority for your answers.  
3. All questions carry equal marks.

- 1) Distinguish between 'fact' and 'facts in issue'. Give illustrations.
- 2) Explain the meaning of the term 'estoppel' with examples.
- 3) Write short notes on any two the following:
  - (a) actionable claim.
  - (b) rule against perpetuity.
  - (c) vested interest.
- 4) Explain the grounds on which a marriage solemnized may be dissolved by a decree of divorce under the provisions of the Hindu Marriage Act, 1955.
- 5) How are the rights to succession to the property of a person whose marriage is solemnized under the provisions of the Special Marriage Act, 1954 to be regulated?
- 6) Explain briefly the provisions in the Code of Civil Procedure, 1908 relating to the issue of a Commission by the Court for making a local investigation.
- 7) Narrate briefly the procedure to be followed under the Chit Funds Act, 1982 for enabling the Registrar to grant a Certificate of commencement of a chit to its Foreman.

20-2-2011

**GOVERNMENT OF PUDUCHERRY**  
**REGISTRATION TEST**  
**OFFICE PROCEDURE AND DESTRUCTION OF REGISTRATION**  
**RECORDS RULES**

(WITH BOOKS)

Part II

Time :1½ Hours

Maximum Marks :100

- Note: 1. Answer any five questions.  
2. Quote authority for your answers.  
3. All questions carry equal marks.

- 1) What is the period after the expiry of which, the following records maintained under the provisions of the Indian Registration Act, 1908, shall be destroyed?
  - (a) Memorandum of Summary of Evidence submitted by Sub-Registrars in will cases.
  - (b) Registers of wills sent to courts.
  - (c) Application for general searches
  - (d) Budget statements.
  - (e) Register of documents adjudicated upon by Registrars.
  - (f) Unclaimed encumbrance certificates.
- 2) Write short notes on the following:
  - (a) File
  - (b) Note
  - (c) Current File
  - (d) Final disposal
- 3) Discuss briefly the duties, responsibilities and the specific functions of a Personal Assistant / Stenographer attached to an Officer.
- 4) Describe briefly the procedure to be followed in making modifications in the notes or orders already recorded on a file.
- 5) Explain briefly the 'Action Plan and Monitoring' as outlined in the Manual of Office Procedure, with regard to the implementation of the programmes and projects undertaken by a department in a systematic manner.
- 6) What activities constitute the Records Management in a Government Department? Briefly explain the reasons for the retention of certain records and weeding out of other records. What is the retention period in respect of File register and Inspection reports.
- 7) What is the period of limitation for preserving the following records:
  - (a) Allotment Register
  - (b) Reports of private attendances in Sub-Registry Offices.
  - (c) Contingent Register
  - (d) Register showing particulars regarding documents undervalued and action taken thereon
  - (e) Minute book
  - (f) Inspection Reports by Registrars.