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Total No. of Printed Pages- 3

Regd. No.

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**SHORTHAND
Paper II**

Time : 7 Minutes for Dictation

Max. Marks : 50

: 1.00 Hour for Transcription

Note : Instructions to the Chief Superintendent :

- (i) The following passage is to be dictated to the candidates once only in a loud and distinct voice, no word or phrase being repeated and no punctuation stop mentioned.
- (ii) The passage is to be dictated at the rate of Eighty words per minute. It is marked into portions of one minute's duration and each of these is sub-divided into quarters. The reader will read with a watch in hand and notice every quarter minute whether he is strictly adhering to the speed or not.
- (iii) Before dictation is commenced, the candidates be told to take down the following passage and letter in the intermediate style of phonography.
- (iv) As soon as the dictation is over, the candidates should be told to transcribe into longhand what they have written.
- (v) They should also be informed that no candidate will be allowed to pass who makes more than five percent of errors and omissions in his transcription.
- (vi) At the end of the time allowed for transcription, both the shorthand and longhand performances of the candidates should be fastened together and given to the Chief Superintendent.

DICTATION

I-am-very-much interested in-the prosperity of-the State in-the upliftment of-the poor / and-the weaker sections of-the society. Our main object is to

react development and private basic necessities such-as // food, clothing and shelter. I-am sure that no-one will differ from this basic objective of fair deal /// to-the poor. To achieve this, our engineer and technical experts have to-play a major role. The progress and further (1) of a country depends on-the hard work of its engineers and technical experts. That-is-why, I-am-happy to-come over here and take-part in-the proceedings of-this session. At-present our state is facing // number of problems for development and many of-the obstacles boil down to finance, scarcity of power, water shortage, /// fertilizers etc. As regards power, we have fully utilized the hydel resources of-our state and-have to-look for (2) the installation of thermal and nuclear power plants. Situated far away from coal fields and mines, obviously a long-term / solution of power would be-to build nuclear power station. But construction and generation of nuclear power takes over ten // years. Because of-this an intermediate solution would-be the thermal power stations constructed preferably along the coastal line for /// easy transportation of coal through-the sea and road. Also, you-have to-get-the best out-of-the existing (3) power station by better maintenance and utilization of installed capacity and reducing-the transmission losses. Surely, engineers could play a / great part in reducing-the construction time and improving the maintenance. As you-are aware, availability of water is a // perennial problem since our state has to depend not-only on monsoon but also on other states. Our state has being /// at the fag end of-the rivers, we-are-not getting the requisite quantity of water. Large quantity of ground (4) water has-been tapped and it has to-be limited at avoid seeping in of sea water into-the land. Also, the monsoon failure has reduced even-the availability of existing ground water facilities. Therefore, I appeal to-the industries // to make their-own arrangements wherever possible to-find ground water and to reuse the waste water after treatment. This water could be used as drinking water for towns nearby and for agricultural purpose.

This may-be investigated by you. (5)

Sir,

We wish to inform you that we-have-been permitted by-the Government to put up a plant for-the manufacture of caustic soda and that we-have proposed to locate this unit near Ennore. As you know, the manufacture of caustic soda is power intensive where besides common salt the major raw-material is power. Because of large /// consumption of power the economic viability for-this project is very sensitive to power tariff. We-would-therefore request you (6) to fix a special power tariff for our proposed project instead-of-the normal tariff charged for other industries which are-not power intensive. The cost of the project is estimated around Rs. 20 crores. It-is needless to mention // that-this project would have tremendous potential for absorbing unemployed people, but will result in-the growth of many ancillary /// industries. Such rates are generally subsidized by-the respective-governments based on-the essentiality of project.

Yours faithfully (7)

