

CHENNAI PORT AUTHORITY

COMPETITIVE EXAMINATION FOR THE POST OF SENIOR ACCOUNTS OFFICER

1. QUESTIONS RELATING TO SPECIALISATION

A. Financial Accounting and Reporting

Corporate Financial Statements and Consolidated Accounts

- Preparation and presentation of corporate financial statements
- Consolidation of financial statements for group companies
- Treatment of subsidiaries, associates, and joint ventures

Cash Flow Analysis, Fund Flow Analysis, and Ratio Analysis

- Statement of Cash Flows preparation and interpretation
- Fund Flow Statement analysis for working capital changes
- Financial ratio analysis for liquidity, profitability, solvency, and efficiency

Indian Accounting Standards (Ind AS) and IFRS Convergence

- Framework and application of Indian Accounting Standards

- Convergence of Ind AS with International Financial Reporting Standards (IFRS)
- Key differences between Indian GAAP and Ind AS

Generally Accepted Accounting Principles (GAAP) and Accounting Standards

- Fundamental accounting principles and conventions
- Application of various Accounting Standards in Indian context
- Disclosure requirements and compliance aspects

Foreign Currency Transactions and Government Grants

- Accounting for foreign currency transactions and translations
- Recognition and measurement of exchange differences
- Government grants accounting and disclosure requirements

Branch Accounts, Departmental Accounts, and Foreign Branch Accounting

- Dependent and independent branch accounting systems
- Departmental accounting and profitability analysis
- Foreign branch accounting and currency translation

B. Cost Concepts and Principles

GACAP Framework and Cost

Accounting Standards

- Generally Accepted Cost Accounting Principles (GACAP)
- Cost Accounting Standards issued by ICAI
- Application and compliance requirements

Cost Records and Audit Rules 2014 and Cost Auditing Standards

- Companies (Cost Records and Audit) Rules, 2014
- Cost Audit compliance and reporting requirements
- Cost Auditing Standards (CAS) issued by ICAI

Cost Objects, Cost Centers, Cost Unit, and Collection Methods

- Identification and classification of cost objects
- Establishment of cost centers for responsibility accounting
- Cost unit determination and cost collection methods

Material Cost: Procurement, Storage, Issue, Pricing Methods, Inventory Control

- Material procurement and purchasing procedures

- Storage and warehouse management
- Material issue systems and pricing methods (FIFO, LIFO, Weighted Average)
- Inventory control techniques: EOQ, ABC Analysis, JIT

Employee Cost: Classification, Time Keeping, Payroll, and Incentives

- Direct and indirect labour cost classification
- Time and motion study, time keeping systems
- Payroll accounting and statutory compliance
- Incentive schemes and bonus calculations

Direct Expenses: Identification, Recording, and Control

- Classification of direct expenses
- Recording and allocation methods
- Control mechanisms for direct expenses

Overheads: Collection, Classification, Allocation, Apportionment, and Absorption

- Collection and classification of overhead costs
- Allocation and apportionment of overheads to cost centers

- Overhead absorption rates and methods
- Under-absorption and over-absorption treatment

C. Costing Methods and Applications

Marginal Costing, Absorption Costing, and Cost-Volume-Profit Analysis

- Marginal costing techniques and contribution analysis
- Absorption costing and full cost approach
- Break-even analysis and profit-volume ratio
- Margin of safety and profit planning

Standard Costing, Variance Analysis, Material Variances, and Labor Variances

- Setting of standard costs for material, labour, and overheads
- Computation and analysis of material variances (price, usage, mix, yield)
- Computation and analysis of labour variances (rate, efficiency, mix, idle time)
- Overhead variance analysis

Budget Types, Budgetary Control, and Flexible Budgets

- Master budget and functional budgets

- Fixed and flexible budgeting
- Zero-based budgeting and performance budgeting
- Budgetary control and variance reporting

Single Output Costing, Job Costing, Batch Costing, Contract Costing, Process Costing, and Service Costing

- Unit or output costing for continuous production
- Job and batch costing for specific orders
- Contract costing for long-term projects
- Process costing for continuous process industries
- Service costing for service organizations

Transfer Pricing: Cost Based, Market Based, Negotiated Pricing, and Application Criteria

- Transfer pricing methods and their applicability
- Cost-based, market-based, and negotiated transfer prices
- Transfer pricing in different organizational structures

D. Project Management and Appraisal

Capital Budgeting Techniques and Cost of Capital Computation

- Capital budgeting decision-making process
- Computation of cost of capital (debt, equity, preference shares)
- Weighted Average Cost of Capital (WACC)

Project Appraisal Methods: Payback, NPV, IRR, FIRR, EIRR, and Benefit-Cost Ratio Analysis

- Payback period and discounted payback period
- Net Present Value (NPV) method
- Internal Rate of Return (IRR) and Modified IRR
- Financial Internal Rate of Return (FIRR) and Economic Internal Rate of Return (EIRR)
- Benefit-Cost Ratio analysis for project selection

Project Planning, Project Life Cycle Management, and Viability Gap Funding

- Project identification, formulation, and planning
- Project life cycle stages and management
- Viability Gap Funding (VGF) in PPP projects

PERT and CPM Applications, Gantt Charts, and Resource Allocation

- Programme Evaluation and Review Technique (PERT)

- Critical Path Method (CPM) for project scheduling
- Gantt charts for project tracking
- Resource allocation and optimization

Project Monitoring, Control Systems, and Sensitivity Analysis

- Project monitoring and evaluation systems
- Control mechanisms and corrective actions
- Sensitivity analysis for risk assessment

E. Modern Cost Management Techniques

Life Cycle Costing, Activity Based Costing, and Target Costing

- Life cycle costing for product life management
- Activity Based Costing (ABC) and Activity Based Management (ABM)
- Target costing for competitive pricing

Environmental Management Accounting, Social Cost Accounting, and Value Chain Analysis

- Environmental cost accounting and reporting
- Social cost-benefit analysis
- Value chain analysis for competitive advantage

Strategic Cost Management, Cost Control Techniques, and Cost Reduction Strategies

- Strategic cost management frameworks
- Cost control vs. cost reduction
- Value analysis and value engineering

F. Pricing and Decision Making

New Product Pricing Strategies and Market-based Pricing

- Pricing strategies for new product launches
- Market penetration and skimming pricing
- Competitive pricing analysis

Monopoly vs. Competitive Pricing and Service Sector Pricing

- Pricing under different market structures
- Service sector pricing challenges and methods

Make or Buy Decisions, Shut Down Decisions, and Alternative Choice Analysis

- Make or buy decision analysis
- Shut down or continue decisions
- Sell or process further decisions
- Accept or reject special order decisions

Export Pricing and Transfer Pricing Methods in Different Market Structures

- Export pricing considerations
- Transfer pricing in multinational contexts
- Pricing under monopoly, oligopoly, and perfect competition

G. Taxation and Regulatory Framework

Income Tax Act 1961

- Basic concepts of income, residential status, and tax liability
- Heads of income and their computation
- Deductions and exemptions
- Tax compliance and filing requirements

GST Act 2017

- GST: Chargeability and scope of supply
- Supply concepts: taxable, exempt, zero-rated, and non-taxable supplies
- Input Tax Credit (ITC) system and eligibility
- GST returns, payment, and compliance
- Anti-profiteering provisions
- GST Audit requirements and procedures

Customs Act 1962

- Customs: Classification of goods under HSN/Harmonized System
- Types of Customs Duties (Basic, Additional, Safeguard, Anti-dumping)
- Valuation methods for imported and exported goods
- Duty Drawback schemes
- Export incentives and promotion schemes

Major Ports Authorities Act 2021 and Indian Ports Act 1908

- Provisions of Major Ports Authorities Act, 2021
- Governance and financial management in major ports
- Indian Ports Act, 1908: applicability and key provisions

H. Government Accounting and Auditing

Government Financial Rules (GFR) 2017 and Government Accounting Standards

- Framework of Government Financial Rules, 2017
- Government Accounting Standards and their application
- Financial management in government organizations

Government Accounting Rules 1990 and Delegation of Financial Powers Rules

- Government accounting procedures and systems
- Delegation of financial powers and authorization
- Financial accountability in public sector

CPWA Code and Role of Comptroller and Auditor General (CAG)

- Central Public Works Account (CPWA) Code provisions
- Role, functions, and audit mandate of CAG
- Audit reports and compliance requirements

2. TEST OF REASONING

Logical Reasoning

- Statement and Conclusion
- Statement and Assumptions
- Statement and Arguments
- Statement and Course of Action
- Cause and Effect
- Analytical Decision Making

Seating Arrangement

- Circular Arrangement
- Linear Arrangement (Single and Double Rows)
- Square and Rectangular Arrangements
- Floor Puzzles

- Box-Based Puzzles

Puzzles

- Scheduling Puzzles
- Blood Relations-Based Puzzles
- Ranking and Order Puzzles
- Age-Based Puzzles
- Day/Month-Based Puzzles

Blood Relations

- Family Tree and Relationship Chains
- Coded Relationships

Syllogisms

- Categorical Syllogisms
- Advanced Syllogisms (Reverse Syllogisms)
- Venn Diagram Applications in Syllogisms

Coding-Decoding

- Alphanumeric Coding
- Letter Coding
- Number Coding
- Symbol-Based Coding

Direction Sense Test

- Cardinal Directions (North, South, East, West)
- Complex Directions with Turning and Distances

3. QUANTITATIVE APTITUDE

Data Interpretation

- Tabular Data Interpretation: Interpretation of tables and data sets
- Line Graph: Data representation and analysis using line graphs
- Bar Graph: Interpretation of data presented in bar graphs
- Pie Chart: Calculations based on data presented in pie charts
- Caselets: Data interpretation with paragraph-based information
- Mixed Graphs: Combining different types of graphs in a single question
- Radar Graph (Spider Web): Less common but may appear

Number Series

- Missing Number Series: Finding the missing term in a given series
- Wrong Number Series: Identifying the incorrect term in a series

Simplification and Approximation

- Questions based on basic mathematical operations to simplify expressions
- Approximation questions require choosing the closest answer

Quadratic Equations

- Solving quadratic equations to find roots
- Comparison of roots between two quadratic equations

Data Sufficiency

- Problems with multiple statements where you determine if the given data is sufficient to answer the question

Arithmetic Topics

- Percentages: Basic calculations, profit and loss, and discounts
- Ratio and Proportion: Problems based on direct and inverse proportions
- Average: Calculating averages for different scenarios
- Simple Interest and Compound Interest: Interest calculations over time
- Profit and Loss: Calculation of gains, losses, and discounts
- Time and Work: Problems involving work completion, efficiency, and combined efforts
- Time, Speed, and Distance: Calculations with speed, distance, and time; includes boats and trains
- Mixtures and Alligations: Mixing solutions, costs, and ratios

- Mensuration: Basic geometry, areas, volumes of shapes, and perimeters
- Partnerships: Sharing profits based on investments
- Probability: Basic probability calculations and event outcomes
- Permutation and Combination: Arrangement and selection problems

Mathematical Inequalities

- Problems requiring the comparison of quantities using inequalities

Miscellaneous Word Problems

- These cover real-life scenarios and test conceptual understanding

4. GENERAL AWARENESS

Current Affairs

- Recent events of national and international importance
- Awards and Honors (Padma Awards, Nobel Prizes, etc.)
- Sports (major tournaments, winners, records)
- Government schemes and policies
- Important Summits and Conferences
- Economic and Banking Awareness (recent developments in banking and finance)

- Important Days and Themes

Indian History

- Ancient History: Indus Valley Civilization, Vedic Period, Maurya and Gupta Empires
- Medieval History: Delhi Sultanate, Mughal Empire, Bhakti and Sufi Movements
- Modern History: British Rule, Revolt of 1857, Indian National Movement, Independence

Geography

- Physical Geography: Landforms, Atmosphere, Climate, and Natural Vegetation
- Indian Geography: Rivers, Mountains, Plateaus, Deserts, Soil, Forests
- World Geography: Continents, Countries, Capitals, and prominent physical features

Indian Polity and Constitution

- Constitutional Framework: Preamble, Fundamental Rights and Duties, Directive Principles
- Union and State Government: Structure, Roles, and Functions of Executive, Legislature, and Judiciary
- Important Amendments and Articles: Key constitutional amendments and articles

- Political System: Panchayati Raj, Election Commission, Local Governance

Economics and Finance

- Basic Concepts: Micro and Macro Economics, Demand and Supply, National Income
- Indian Economy: Economic Reforms, Planning in India, Economic Terminology
- Banking and Finance: RBI, Money Market, Inflation, Economic Policies
- Budget and Fiscal Policies: Key points from the Union Budget and Economic Surveys

Science and Technology

- Biology: Human Body, Health and Diseases, Important Biological Terms
- Chemistry: Basics of Elements and Compounds, Acids and Bases, Metals and Non-Metals
- Physics: Laws of Motion, Work and Energy, Heat, Light, Sound, Electricity and Magnetism
- Computer Awareness: Basic terminology, Networking, Internet, Hardware and Software
- Inventions and Discoveries: Key scientific and technological developments

Environment and Ecology

- Ecological Concepts: Biodiversity, Conservation, Ecosystem, Food Chain
- Environmental Issues: Pollution, Climate Change, Global Warming, Renewable and Non-Renewable Resources
- Important Organizations and Conventions: UNEP, Kyoto Protocol, Paris Agreement

General Knowledge

- Important Dams, Rivers, and National Parks
- Important Organizations: UN, WHO, WTO, IMF, World Bank
- Space Research: Recent developments in ISRO, NASA, and space missions
- Ports, Shipping and Maritime Sector with emphasis on Indian ports

5. ENGLISH LANGUAGE

Reading Comprehension

- Passage comprehension with questions on main ideas, themes, and details
- Inference-based questions
- Vocabulary questions (synonyms, antonyms) based on the passage

- Tone of the passage

Grammar and Vocabulary

- Error Spotting: Identifying grammatical errors in sentences
- Sentence Correction: Correcting grammatically incorrect sentences
- Fill in the Blanks: Choosing the right words to complete sentences (single and double fill-in-the-blanks)
- Cloze Test: Passage with blanks where you choose the most suitable word for each blank
- Phrase Replacement: Replacing phrases in sentences to make them grammatically correct

Sentence Rearrangement (Para Jumbles)

- Arranging jumbled sentences in the correct order to form a coherent paragraph
- Identifying the correct opening and closing sentences in a set of jumbled sentences

Synonyms and Antonyms

- Questions based on commonly used synonyms and antonyms
- Word replacement questions to test vocabulary strength

Idioms and Phrases

- Understanding and applying the meaning of commonly used idioms and phrases
- Questions based on idiomatic usage in sentences

Word Association and Usage

- Word Pairing: Identifying relationships between pairs of words
- Homonyms and Homophones: Recognizing words that sound similar but have different meanings
- Spell Check: Questions based on identifying misspelled words

Sentence Completion and Paragraph Completion

- Choosing the most appropriate sentence or word to complete a paragraph
- Filling gaps in sentences to make logical and grammatically correct statements

Verbal Ability

- Questions based on verbal reasoning and critical thinking
- Questions on understanding of sentence meaning and logical progression