

एतदर्थं मंडळ (मराठी प्रशिक्षण व परीक्षा), महाराष्ट्र शासन

भाषा संचालनालय, महाराष्ट्र राज्य, नवीन प्रशासकीय इमारत, ५ वा मजला,
डॉ. आंबेडकर उद्यानाजवळ, शासकीय वसाहत, वांद्रे (पूर्व), मुंबई - ४०० ०५१.

अराजपत्रित कर्मचाऱ्यांसाठी मराठी भाषा उच्चस्तर परीक्षा

वार, दिनांक

(वेळ - दुपारी १.४५ ते दुपारी ४.१५)

(एकूण गुण - १००)

प्रश्नपत्रिका दोन - सुसंगत लेखन व अनुवाद

सुचना :- प्रत्येक प्रश्नाचे गुण त्या त्या प्रश्नासमोर नमूद केले आहेत.

१. खालीलपैकी कोणत्याही एका विषयावर सुमारे १५ ते २० ओळींचा निबंध लिहा :-

गुण
२०

- १) कायदा आणि सुव्यवस्था.
- २) अभिव्यक्तीचे स्वातंत्र्य.
- ३) नवे आर्थिक धोरण.
- ४) एकविसाव्या शतकापुढील आव्हाने.
- ५) प्रशासकीय अधिकाऱ्यांची कर्तव्ये.
- ६) अपहरण -- एक अनिष्ट प्रवृत्ती.
- ७) वाढती गुन्हेगारी
- ८) लोकशाहीची मूलतत्त्वे
- ९) नवे शैक्षणिक धोरण
- १०) शासकीय कर्मचाऱ्यांच्या समस्या
- ११) धर्मनिरपेक्षता
- १२) एकाधिकारशाही
- १३) माहिती तंत्रज्ञान
- १४) प्रशासन आणि शिस्त
- १५) माझे वाचन
- १६) वृत्तपत्रे आणि दूरदर्शन
- १७) मराठी भाषेच्या संवर्धनासाठी मी काय करू शकतो ?
- १८) बालकामगारांचे प्रश्न
- १९) व्यक्ती आणि समाज
- २०) राजकीय क्षेत्रातील महिलांचा सहभाग
- २१) सार्वजनिक आरोग्य
- २२) पालकांची कर्तव्ये
- २३) पारदर्शक प्रशासन
- २४) महिला सक्षमीकरण
- २५) साक्षरता प्रसार

- २६) प्रदूषणाची समस्या
- २७) जलसाक्षरता
- २८) भारतीय लोकशाहीचे बलस्थान
- २९) अभिव्यक्तीचे स्वातंत्र्य
- ३०) भूकंप : एक नैसर्गिक समस्या
- ३१) केल्याने देशाटन
- ३२) आपत्कालीन व्यवस्थापन
- ३३) महाराष्ट्रातील पर्यटन स्थळे
- ३४) वाहतुकीची कोंडी - समस्या व उपाय
- ३५) सार्वजनिक जीवनांतील शिस्त
- ३६) खाजगीकरणाचे दुष्परिणाम
- ३७) प्रशासकीय कामकाजातील राजकीय हस्तक्षेप
- ३८) संगणक : आपला मित्र
- ३९) पावसाळ्यांतील समस्या : कारणे व उपाय
- ४०) महागाईचा राक्षस
- ४१) हुंडा पध्दतीचे बदलते स्वरूप
- ४२) वाढती बेरोजगारी
- ४३) स्वेच्छासेवानिवृत्ती
- ४४) दहशतवादाचा भस्मासुर
- ४५) दुष्काळ - एक गंभीर समस्या
- ४६) प्रसारमाध्यमांची जबाबदारी
- ४७) भ्रष्टाचार - एक अनिष्ट प्रवृत्ती
- ४८) वेळेचे नियोजन आणि यशस्वी प्रशासकीय अधिकारी
- ४९) महिला सबलीकरण
- ५०) ग्रामसुधारणा - माझा विचार.
- ५१) निवडणूक आणि उदासीन मतदार
- ५२) पोलिसांपुढील आव्हाने
- ५३) महाराष्ट्रातील शेती व सुधारणा
- ५४) न्यायव्यवहारात मराठी
- ५५) युध्द वैमानिकांपुढील आव्हाने
- ५६) महानगरपालिकेच्या कचरा खात्याचे महत्त्व
- ५७) पाणी साठवा शेती पिकवा
- ५८) अन्न, वस्त्र, निवारा
- ५९) अंधश्रद्धा निर्मूलन
- ६०) महानगरातील रहदारीच्या समस्या
- ६१) राजकारणातील वाढती गुन्हेगारी

- (१) महिलांना सर्व क्षेत्रांत आरक्षण असावे.
- (२) ध्वनिप्रदूषण टाळण्यासाठी कोणते उपाय अंमलात आणता येतील.
- (३) आदिवासी विकास योजना
- (४) ध्वनिप्रदूषण आणि हवेचे प्रदूषण टाळण्यासाठी कोणते उपाय अंमलात आणता येतील याविषयी तुमचे विचार १५० शब्दात लिहा.
- (५) मराठी माध्यमाच्या शाळेत पहिल्या इयत्तेपासून इंग्रजी भाषा शिकवावी का
- (६) आदिवासी समाजात शिक्षणाचा प्रसार करण्यासाठी शासनाने अंमलात आणलेले उपाय
- (७) समाजामधील वाढता हिंसाचार रोखण्यासाठी कोणते प्रयत्न करावेत.
- (८) स्त्री-पुरुष समता प्रत्यक्षात कशी येईल.
- (९) जाहिरातींच्या अतिवापरामुळे माणसाच्या आयुष्याला बाजारपेठे चे रूप प्राप्त झाले आहे, असे तुम्हांस वाटते काय ?
- (१०) पाणी टंचाई दूर करण्यासाठी कमी खर्चाचे कोणते उपाय अंमलात आणता येतील.
- (११) काही भागात अतिवृष्टी तर काही भागात दुष्काळसदृश परिस्थिती, हे चित्र पालटण्यासाठी कोणत्या उपाययोजना कराव्या लागतील ?
- (१२) शिक्षणाच्या बाजारीकरणाचे कोणते दुष्परिणाम भविष्यकाळात ओढवतील असे तुम्हाला वाटते ?
- (१३) नद्या जोडणी प्रकल्प प्रत्यक्षात आणण्यासाठी कोणकोणत्या अडचणी येतील, त्यांचे निवारण कसे करता येईल,
- (१४) अपारंपरिक उर्जा व स्रोत कोणते ? त्यांचा उपयोग कसा करता येईल.
- (१५) वाढत्या भ्रष्टाचारावर नियंत्रण कसे ठेवता येईल.
- (१६) खर्चकपातीच्या शासकीय धोरण.
- (१७) "करचुकवेगिरी " वर नियंत्रण कसे ठेवता येईल.
- (१८.) "लोकसंख्येवर" नियंत्रण कसे ठेवता येईल.
- (१९) शहरातील वाढत्या लोकसंख्येमुळे निर्माण होणाऱ्या समस्या.
- (२०) विद्यमान प्रत्यक्ष कर पध्दतीत कोणत्या सुधारणा करता येतील.
- (२१) शेतीकडे एक व्यवसाय ह्या दृष्टीकोणातून कसे पहाता येईल.
- (२२) खाजगी शिक्षण संस्थांचा मनमानी कारभार.
- (२३) महिलांना सर्व क्षेत्रात आरक्षण असावे.
- (२४) शहरात पर्यावरणाचा समतोल राखण्याची गरज.
- (२५) महिला सक्षमीकरणाच्या संदर्भात "बचत गटाचे " योगदान.
- (२६) भारतीय संस्कृतीची सर्वसमावेशकता
- (२७) मराठी भाषेचा सर्व व्यवहार क्षेत्रात वापर केला जावा, म्हणून कोणते उपाय करता येतील ?
- (२८) ग्रामविकास योजना.

- (२९) पाणी टंचाईवर मात करण्यासाठी कोणते उपाय अंमलात आणता येतील.
- (३०) सामाजिक वनीकरणाची मोहिम अधिक यशस्वी कशी करता येईल.
- (३१) "लैंगिक शिक्षण" या विषयाचा शालेय अभ्यासक्रमात समावेश.
- (३२) पर्यावरण संरक्षण आणि औद्योगिक विकास यातील समतोल.
- (३३) चित्रपटांतील हिंसाचार
- (३४) अल्पबचत योजना अधिक यशस्वी करणे.
- (३५) प्राथमिक शिक्षणाचे माध्यम कोणते असावे.
- (३६) रोजगार हमी योजना अधिक यशस्वी कशी करता येईल.
- (३७) "संगणक " हा विषय शालेय अभ्यासक्रमात ठेवण्याबाबत
- (३८) आजचे उत्सव आणि ध्वनिप्रदूषण
- (३९) टाटांची "नॅनो मोटार" - सरकारची भूमिका - तुमचे मत
- (४०) भारत धर्मातीत आहे काय ?
- (४१) वीज कशी वाचवता येईल?
- (४२) विनाअनुदान तत्वावरील शैक्षणिक धोरण
- (४३) वाढती लोकसंख्या व घटता रोजगार

३ खालीलपैकी कोणत्याही दोन बाबी तयार करा :-

३०

- (१) लोकसेवा आयोगाच्या परीक्षेसंदर्भात सुधारित नियमावली स्पष्ट करणारे प्रसिध्दीपत्रक तयार करा.
- (२) प्रशासकीय इमारतींमधील विजेचा अपव्यय टाळण्यासाठी उपाययोजनांचे मार्गदर्शन करणारे परिपत्रक तयार करा.
- (३) तुमच्या विभागातील वाढत्या लोकसंख्येला लक्षात घेता " प्राथमिक आरोग्य केंद्राची गरज " नमूद करणारे निवेदन पालिका आयुक्तांना सादर करा.
- (४) प्रशासकीय व्यवहार मराठी भाषेतून करण्याची गरज आणि फायदे स्पष्ट करणारी टिप्पणी वीज महामंडळाच्या कार्यालयासाठी तयार करा.
- (५) कार्यालयीन कामकाजात अधिक गतिशीलता आणण्यासाठी नेमक्या कोणत्या उपाययोजना आखाव्या लागतील, ते नमूद करणारे परिपत्रक तयार करा.
- (६) माहितीच्या अधिकारामुळे प्रशासनात पारदर्शकता कशी व किती प्रमाणात येईल यावर निवेदन तयार करा.
- (७) सामाजिक वनीकरणाचे प्रसिध्दीपत्रक तयार करा.
- (८) विजेची बचत करण्यासाठी नागरिकांनी कोणती खबरदारी घेणे आवश्यक आहे, ते नमूद करणारी टिप्पणी तयार करा.
- (९) निवृत्त शासकीय कर्मचाऱ्यांसाठी मनोरंजन केंद्र सुरू करण्याचा तुमचा विचार आहे. या योजनेचा तपशील पुरवणारी माहितीपर टिप्पणी तयार करा.
- (१०) ग्रामपंचायतीतर्फे गावातील विविध समस्यांची पाहणी करण्यात आली. या पाहणीवर आधारित टिप्पणी तयार करा.

- (११) तुमच्या परिसरातील जलवाहिनी फुटल्यामुळे रस्त्यावरून पाणी वाहत आहे. यासंदर्भात महानगरपालिकेस पत्र लिहा.
- (१२) कार्यालयीन कामकाजात मराठीचा वापर करण्यावर भर दिला पाहिजे, अशा आशयाचे पत्र तयार करा.
- (१३) तुमच्या परिसरातील महत्त्वाच्या नागरी प्रश्नांसंबंधी महानगरपालिकेच्या संबंधित अधिकाऱ्याला निवेदन सादर करा. (सुमारे १५ ते २० ओळी)
- (१४) कार्यालयीन कामकाजात अधिक गतिशीलता आणण्यासाठी नेमक्या कोणत्या उपाययोजना आखाव्या लागतील ते नमूद करणारे परिपत्रक तयार करा. (सुमारे १५ ते २० ओळी)
- (१५) आदिवासी विभागातील बालकांच्या कुपोषणासंदर्भात कोणकोणते प्रकल्प तयार करता येतील व त्यांची अंमलबजावणी कशी करावी लागेल, या विषयी टिप्पणी तयार करा.
- (१६) विजेचा गैरवापर टाळण्यासाठी काय काय करावे लागेल, याविषयीची विस्तृत टिप्पणी तयार करा.
- (१७) पाणी वापरासंबंधी नागरिकांनी कोणती काळजी घेणे आवश्यक आहे, ते नमूद करणारी टिप्पणी तयार करा.
- (१८.) प्राथमिक शिक्षणातील गळतीचे प्रमाण रोखण्यासाठी शासनाने आखलेल्या योजना कितपत यशस्वी झाल्या आहेत, यशस्वी झाल्या नसतील तर त्या यशस्वी करण्यासाठी काय उपाययोजना कराव्या लागतील, ते स्पष्ट करणारी टिप्पणी तयार करा.
- (१९) अवर्षणामुळे ग्रामीण स्तरावर कोणकोणत्या समस्या निर्माण होतात, ते सांगून त्यावर आवश्यक त्या उपाययोजना सुचवा.
- (२०) माहितीच्या अधिकारामुळे प्रशासनात पारदर्शकता किती प्रमाणात येईल आणि कशी येईल त्याविषयीचे निवेदन तयार करा.
- (२१) भूकंपग्रस्तांच्या पुनर्वसनासाठी लोकांनी आर्थिक मदत करण्याविषयीचे प्रसिध्दीपत्रक तयार करा.
- (२२) दुष्काळनिवारणासंबंधीच्या शासकीय निर्णयाचे परिपत्रक तयार करा.
- (२३) तुमच्या परिसरातील ढासळलेल्या कायदा आणि सुव्यवस्थेच्या प्रश्नासंबंधी पोलीस आयुक्ताला निवेदन सादर करा.
- (२४) विजेची बचत करण्यासाठी नागरिकांनी कोणती खबरदारी घेणे आवश्यक आहे, ते नमूद करणारी टिप्पणी तयार करा.
- (२५) पूरग्रस्तांच्या पुनर्वसनासाठी लोकांनी आर्थिक मदत करण्याविषयीचे प्रसिध्दीपत्रक तयार करा.
- (२६) कार्यालयीन कामकाजात अधिक गतिशीलता आणण्यासाठी नेमक्या कोणत्या उपाययोजना आखाव्या लागतील, ते नमूद करणारे परिपत्रक तयार करा.
- (२७) तुमच्या परिसरातील महत्त्वाच्या नागरी प्रश्नासंबंधी पालिका आयुक्ताला

निवेदन करा.

- (२८) शिक्षणाच्या बाजारीकरणाचे दुष्परिणाम टाळण्यासाठी कोणती खबरदारी घेणे आवश्यक आहे ते नमूद करणारी टिप्पणी तयार करा.
- (२९) पूरग्रस्तांच्या पुनर्वसनासाठी लोकांनी आर्थिक मदत करण्याविषयी प्रसिध्दिपत्रक तयार करा.
- (३०) माध्यमिक शाळांना अनुदान देण्याबाबतचे शासकीय निर्णयाचे परिपत्रक तयार करा.
- (३१) तुमच्या परिसरात पाण्याची टंचाई भासते आहे. तेव्हा पाणीपुरवठ्याची वेळ वाढवावी याकरिता पालिका आयुक्ताला निवेदन सादर करा.
- (३२) पोलीस दलांतील जेष्ठ निवृत्त अधिकाऱ्यांनी पोलीस दलांत काही विधायक बदल सुचविणारे निवेदन सादर केले आहे अशी कल्पना करून त्या निवेदनावर टिप्पणी तयार करा.
- (३३) विजेचे भारनियमन निदान परीक्षांच्या काळात करू नये याविषयी लोकभावना व्यक्त करणारे प्रसिध्दी-पत्रक तयार करा.
- (३४) प्राथमिक शिक्षणाच्या क्षेत्रात काही विधायक बदल सुचविणारे निवेदन तयार करा.
- (३५) चिकुनगुनिया व डेंग्यू या रोगांवर करावयाच्या उपायांसाठी प्राथमिक आरोग्य केंद्रासाठी टिप्पणी तयार करा.
- (३६) ध्वनिप्रदूषण टाळण्यासाठी सार्वजनिक मंडळांना द्यावयाचे ज्ञापन तयार करा.
- (३७) या वर्षी १० वी उत्तीर्ण झालेल्या प्रत्येक इच्छुक विद्यार्थ्याला अकरावीत प्रवेश मिळेलच असे सांगणारे शिक्षण खात्याचे प्रसिध्दी पत्रक तयार करा.
- (३८) महाविद्यालयीन शिक्षण संस्थांनी विद्यार्थ्यांमध्ये "अंमली पदार्थाबाबत जागरूकता निर्माण करण्यासाठी ठोस कार्यक्रम तयार करावा" याविषयीचे परिपत्रक तयार करा.
- (३९) तुमच्या परिसरातील वीजप्रवाह वारंवार खंडित होतो त्याविषयी तक्रार करणारे निवेदन संबंधित वीज अधिकाऱ्यास लिहा.
- (४०) तुमच्या परिसरातील सर्वत्र कचरा व घाणीचे साम्राज्य पसरले आहे ते तातडीने हलविण्याविषयीचे निवेदन आरोग्य अधिकाऱ्यास लिहा.
- (४१) सरकारी अधिकाऱ्यांनी शासनाच्या योजना लोकाभिमुख करण्यासाठी कोणत्या उपाययोजना कराव्या लागतील ते नमूद करणारे परिपत्रक तयार करा.
- (४२) सरकारी अधिकाऱ्यांना कर्तव्य रजा मंजूर करण्याबाबत परिपत्रक तयार करा
- (४३) सरकारी अधिकाऱ्यांनी मालमत्ता जाहीर करण्याबाबत परिपत्रक तयार करा
- (४४) सरकारी अधिकाऱ्यांनी सरकारी वाहनाचा वापर केवळ कार्यालयीन कामासाठी करावा याकरिता परिपत्रक तयार करा.
- (४५) सरकारी अधिकाऱ्यांनी अनावश्यक खर्च टाळावा याकरिता परिपत्रक तयार करा.

- (४६) सरकारी अधिकाऱ्यांनी राजभाषेचा वापर करावा याकरिता परिपत्रक तयार करा.
- (४७) सरकारी अधिकाऱ्यांनी शासकीय कारभारात संगणकाचा वापर करावा याकरिता परिपत्रक तयार करा.
- (४८) सरकारी अधिकाऱ्यांनी कौटुंबिक माहिती सादर करण्याबाबत परिपत्रक तयार करा.
- (४९) सरकारी अधिकाऱ्यांना वैद्यकीय सवलत देण्याबाबत परिपत्रक तयार करा.
- (५०) सरकारी अधिकाऱ्यांना शैक्षणिक शुल्क मिळण्याबाबत परिपत्रक तयार करा.
- (५१) मोकाट जनावरांच्या समस्येवर कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (५२) विजेच्या टंचाईवर मात करण्यासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (५३) वाहतूक समस्या सोडवण्यासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (५४) कचरा व्यवस्थापनासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (५५) शेतकऱ्यांना बी-बियाणे माफक दराने वेळेत पुरविण्यासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (५६) रुग्णालयातील बाळचोरीस आळा घालण्यासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (५७) बालमृत्यू रोखण्यासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (५८) शेतमालाचे उत्पादन वाढविण्यासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (५९) बचत गटांना प्रोत्साहन देण्यासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (६०) दुधाचे उत्पादन वाढविण्यासाठी कोणत्या उपाययोजना करता येतील याबाबत निवेदन तयार करा.
- (६१) शासनाने शेतकऱ्यांसाठी सुरू केलेल्या योजनांच्या माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (६२) शासनाने जनतेसाठी सुरू केलेल्या आरोग्यविषयक योजनांच्या माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (६३) शासनाने जनतेसाठी सुरू केलेल्या गृहनिर्माण योजनांच्या माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (६४) शासनाने विद्यार्थ्यांना सवलतीच्या दराने शैक्षणिक कर्ज देण्यासाठी सुरू केलेल्या योजनांच्या माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (६५) शासनाने महाराष्ट्रातील रस्तेविकासासाठी सुरू केलेल्या योजनांच्या

- माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (६६) मुंबईचे जीवन सुसह्य करण्यासाठी मुंबईतील वाहतूक व्यवस्थेबाबत शासनाने सुरू केलेल्या योजनांच्या माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (६७) शासनाने सुरू केलेल्या क्रीडाविषयक योजनांची माहिती देणारे प्रसिद्धिपत्रक तयार करा.
- (६८) शासनाने सुरू केलेल्या माता व बाल आरोग्यविषयक योजनांच्या माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (६९) शासनाने राज्यासाठी सुरू केलेल्या पाणीपुरवठाविषयक योजनांच्या माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (७०) शासकीय कार्यालयाचे स्थलांतर करण्याबाबत प्रसिद्धिपत्रक तयार करा.
- (७१) शासकीय अधिकारी व कर्मचारी यांनी, आपण जनतेचे सेवक असल्याची भूमिका बजावावी यासाठी त्यांना मार्गदर्शन करणारे परिपत्रक तयार करा.
- (७२) भटक्या कुत्र्यांनाही बाँब शोधक पथकात प्रशिक्षण देता येऊ शकेल, याबंधात टिप्पणी तयार करा.
- (७३) आधुनिक तंत्रज्ञानाने शेतीत कशी सुधारणा करता येईल याविषयी एक निवेदन तयार करा.
- (७४) भूकंपामध्ये नागरिकांनी विशेषतः शालेय विद्यार्थ्यांनी कोणती काळजी घ्यावी, याविषयी प्रसिद्धिपत्रक तयार करा.
- (७५) शेतकऱ्यांच्या वाढत्या आत्महत्या रोखण्यासाठी कोणत्या उपाययोजना कराव्या लागतील ते नमूद करणारे परिपत्रक तयार करा.
- (७६) पर्यावरण न्हासावर कोणत्या उपाययोजना राबविता येतील याबाबत निवेदन तयार करा.
- (७७) ग्रामीण भागातील कुपोषित बालकांच्या संबंधात शासनाने सुरू केलेल्या योजनांच्या माहितीविषयीचे प्रसिद्धिपत्रक तयार करा.
- (७८) भूकंपासारख्या आपत्कालीन परिस्थितीत नागरिकांनी कोणती काळजी घेणे आवश्यक आहे ते नमूद करणारी टिप्पणी तयार करा.

(१)	Abdicate	(१)	मसुदा
(२)	Audit-Board	(२)	अनुसूची
(३)	Blank-transfer	(३)	स्वेच्छा अधिवास
(४)	Commuted pension	(४)	सक्षम प्राधिकरण
(५)	Competent authority	(५)	तडीपार
(६)	Deportee	(६)	कोरे हस्तांतरण
(७)	Elected domicile	(७)	प्रत्यक्ष नियंत्रण
(८)	Immediate control	(८)	पदत्याग करणे
(९)	Draft	(९)	अंशराशीकृत निवृत्तिवेतन
(१०)	Schedule	(१०)	लेखापरीक्षा मंडळ

गट "एक"

गट "दोन"

(१)	Appendix	(१)	कार्यसूची
(२)	Agenda	(२)	परिशिष्ट
(३)	Office Order	(३)	ज्ञापन
(४)	Memorandum	(४)	कार्यालयीन परिपत्रक
(५)	Office circular	(५)	कार्यालयीन आदेश
(६)	Reminder	(६)	स्थानबध्दता
(७)	Right	(७)	स्मरणपत्र
(८.)	Authority	(८.)	हक्क
(९)	Compensation	(९)	प्राधिकरण
(१०)	Detention	(१०)	भरपाई

गट "एक"

गट "दोन"

(१)	Disgrace	(१)	अनुज्ञात
(२)	Family-Pension	(२)	ज्ञापन
(३)	Permitted	(३)	परिरक्षण
(४)	Memorandum	(४)	कुटुंब वेतन
(५)	Abstract	(५)	अधिवास
(६)	Claim	(६)	अधिवेशन
(७)	Domicile	(७)	गोषवारा
(८.)	Intimation	(८.)	दावा
(९)	Maintenance	(९)	काळीमा
(१०)	Session	(१०)	सूचना

	गट "एक"		गट "दोन"
(१)	Tender	(१)	हक्क
(२)	Work-sheet	(२)	काळीमा
(३)	Authority	(३)	अनुज्ञात
(४)	Compensation	(४)	कुटुंब वेतन
(५)	Detention	(५)	प्राधिकरण
(६)	Disgrace	(६)	भरपाई
(७)	Family-Pension	(७)	निविदा
(८.)	Memorandum	(८.)	कार्य विवरण
(९)	Permitted	(९)	स्थानबद्धता
(१०)	Right	(१०)	ज्ञापन

	गट "एक"		गट "दोन"
(१)	Index	(१)	अंमलबजावणी
(२)	Session	(२)	दंड
(३)	Demi-Official	(३)	पात्रता
(४)	Breach of rules	(४)	अधिवेशन
(५)	Circular	(५)	सूची
(६)	Enforcement	(६)	अर्ध शासकीय
(७)	Eligibility	(७)	नियमभंग
(८)	Fine	(८.)	परिपत्रक
(९)	Environment	(९)	उदात्त
(१०)	Noble	(१०)	पर्यावरण

	गट "एक"		गट "दोन"
(१)	Practical	(१)	विधेयक मंजूर करणे
(२)	Etiquette	(२)	जलप्रवास
(३)	Voyage	(३)	शिष्टाचार
(४)	Grace period	(४)	व्यावहारिक
(५)	Memorial or petition	(५)	अत्यंत तातडीचे
(६)	Null and Void	(६)	सवलतीची मुदत
(७)	Optional Holiday	(७)	कडक कारवाई
(८.)	Severe action	(८.)	रद्दबातल
(९)	Passing of bill	(९)	वैकल्पिक सुट्टी
(१०)	Most urgent	(१०)	विज्ञापन अथवा विनंतीअर्ज

	गट "एक"		गट "दोन"
(१)	Fall due	(१)	दावा
(२)	Abstract	(२)	अधिवास
(३)	Claim	(३)	निविदा
(४)	Domicile	(४)	गोषवारा
(५)	Intimation	(५)	कार्यविवरण
(६)	Maintenance	(६)	हक्क
(७)	Session	(७)	सूचना
(८.)	Tender	(८.)	अधिवेशन
(९)	Work-sheet	(९)	परिरक्षण
(१०)	Right	(१०)	देय होणे

	गट "एक"		गट "दोन"
(१)	Permitted	(१)	कुटुंब वेतन
(२)	Memorandum	(२)	प्राधिकरण
(३)	Family-Pension	(३)	भरपाई
(४)	Disgrace	(४)	अनुज्ञात
(५)	Detention	(५)	काळिमा
(६)	Compensation	(६)	स्थानबध्दता
(७)	Authority	(७)	ज्ञापन
(८.)	Individual	(८.)	निश्चिती
(९)	Fixation	(९)	प्रतिनियुक्ती
(१०)	Deputation	(१०)	व्यक्तिगत

	गट "एक"		गट "दोन"
(१)	Admission Fee	(१)	कार्यकारी
(२)	Foreign service	(२)	वर्षभरात
(३)	During the year	(३)	सरकारी क्षेत्र
(४)	Executive	(४)	प्रतिवेदन
(५)	Gazetted	(५)	प्रवेश फी
(६)	Public sector	(६)	राजपत्रित
(७)	Objection	(७)	अनुवाद
(८.)	Report	(८.)	विदेश सेवा
(९)	Translation	(९)	अतिप्रदान
(१०)	Over payment	(१०)	आक्षेप

	गट "एक"		गट "दोन"
(१)	Major head	(१)	लोकहित
(२)	Adjustment	(२)	नागरी क्षेत्र
(३)	Serial number	(३)	प्रधान शिर्ष
(४)	Public interest	(४)	अनर्जित रजा
(५)	Pending	(५)	समायोजन
(६)	First aid	(६)	कामकाज
(७)	Urban areas	(७)	अनुक्रमांक
(८.)	Leave not due	(८.)	निर्देशपत्र
(९)	Docket sheet	(९)	प्रथमोपचार
(१०)	Proceedings	(१०)	प्रलंबित

५. खालील वाक्यप्रयोगांसाठी मराठी पर्याय द्या. (कोणतेही पाच)

५

१	Classification of receipts & expenditure	२६	Under Compliance
२	Death-cum-retirement benefits	२७	Errors and omission
३	Exemption from tax	२८	Ex-post facto sanction
४	For early compliance	२९	Cut motion
५	In Camera	३०	Current file
६	Hold an office	३१	Write off
७	Put up for signature	३२	Zero hour
८	Point of order	३३	At your Convenience
९	At anytime during working hours	३४	Consolidated Statement
१०	Certificate of taxation	३५	File not traceable
११	Diplomatic relations	३६	I shall be grateful
१२	I shall be highly obliged	३७	No objection Certificate
१३	Points under consideration	३८	Personal attention is required
१४	Return journey	३९	Relevant papers be put up
१५	Universal demand	४०	Verified and found correct
१६	Your presumption is correct	४१	This may please be treatful as top priority case
१७	Per Capita	४२	Refund of Income tax
१८	Lock-out	४३	It is a matter of regret
१९	Scheduled bank	४४	Obtain formal sanction
२०	Up-to-date	४५	Age limit
२१	No entry	४६	Appear in person
२२	At once	४७	Financial aid
२३	In toto	४८	Intelligence Test
२४	Prior approval	४९	May be rejected
२५	So and So	५०	Error of fact

१) Long ago, the people of Greece and Rome believed in many gods and goddesses. Stories, which we call myths, were made up about the gods and goddesses. These myths helped to explain the things in nature that the people did not understand. The myths also told of special powers the gods and goddesses had to help or harm others.

‘Sears Tower’ is the tallest building in Chicago. It is 1,454 feet high and has 110 stories. Just to plan ‘Sears Tower’ took about three years. Then it took four years and millions of dollars to build. The building looks like nine towers-of different heights-all clustered together. To handle the crowd of workers and visitors, ‘Sears Tower’ has seven lobbies and more than a hundred elevators. Four of the lobbies are so high up that they’re called Sky-lobbies.

२) The second longest river in the world is in South America. It was named after a band of women warriors Known as Amazon in a Greek legend. When Spanish explorers discovered this river, they were attacked by a group of Indians wearing headdresses and grass skirts. The Indians reminded the explorers of the women warriors in the legend. So, they named the river the Amazon.

Teaching, more even than most other professions, has been transformed during the last hundred years from a small, highly skilled profession concerned with a minority of the population, to a large and important branch of the public service. In former days a teacher was expected to be a man of exceptional knowledge or wisdom, to whose words men would do well to attend.

३) The manufacturing project under reference is a short-term project, which is required to be completed within a brief period of twelve to eighteen months. As such, there is very little time available for advanced detailed planning as would be available in the case of a long-term project.

However good a constitution may be, it is sure to turn out bad, because those who are called to work it, happen to be a bad lot. However bad a constitution may be, it may turn out to be good ,if those who are called to work it, happen to be a good lot. The working of a constitution does not depend wholly upon the nature of the constitution.

- ४) People read books for several different reasons, Some read because it is their job to experience the contents of books. Scholars, teachers, librarians have to keep pace with the advances in knowledge which are made in their professional subjects. Others read because they want to, and for no other reasons. Since readers read for different reasons, it follows that the books they read will be different.

Indian society is old and it is extremely complex. According to a popular estimate, it has covered a span of five thousand years since the period of its first known civilization. During this long period, several waves of immigrants, representing different ethnic strains and linguistic families, have merged into its population to contribute to its diversity, richness and vitality.

- ५) There is a fair consensus among educationists that the body of knowledge now taught in the institutions of higher learning is not effectively organized to meet the emerging needs of the present and foreseeable future. What adds to the irony is that, instead of unfolding the possibilities of individual evolutionary growth, new designs of living and harmonious world society, the curriculum tends to create a fragmentation of life.

A hue and cry has been raised over examination reforms. But the implementation stage as optimally planned never came and the system continues to stick close to the old practice. In my view, examination reforms without reforms in the basic structure of education are quite unthinkable. The whole structure needs to be revamped. Then we cannot separate education from social reality. Higher education needs to be so restructured as to make it conducive to social change and economic development.

- ६) The birth of an independent state was a challenge to the Mughal empire who refused to recognize it. From their failure to give due recognition ensued the Mughal-Maratha conflict. Shivaji's struggle against the Mughals was based on cultural aspirations of the native population with an empire alien in faith, foreign in origin, spirit and personnel and utterly contemptuous of the people over whom it ruled. However his struggle was political which sought to bring about cultural and social awakening.

Fortunately, since Independence, the quality of Primary School Education was well created in the first 30 years. No child was to walk more than 2 Km. to get to a Primary School. were technically in place and those who didn't like where they were asked to work, lobbied endlessly with local politician, who in turn would use their wiles to see

that the teachers went to the villages of their choice. Vote banks of politicians at all levels are almost entirely controlled by the local school teachers in villages and it is important to have the right person in the right place.

- ७) Fifty to fifty three years are long enough to achieve many spectacular things in the matter of education.- However the progress is at a snail's pace rather than at the speed it ought to be. Again we have developed a thinking that, in social matters where we have failed to achieve in creating awareness, it can be achieved by legal provisions. We have not been able to create an awareness that dowry system is an evil, We made a legal provision by passing an 'Anti Dowry Act'. Despite this, the dowry system is still flourishing.

The real solution lies not in making legal provisions, holding somebody responsible for violation, but to make everyone-parents and Government-accept responsibility for providing education to every child as their moral duty and responsibility. Right of the child for education which is a human right should be recognized and respected by all. It should also be borne in mind that right and duties should always go hand in hand. One can not demand a right without performing conforming duties.

- ८) A man who contributes appreciably to the world's advance towards spiritual wealth and comfortable life, must possess many qualities. He must know the successes that have been achieved and the setbacks suffered by him. He must possess an excellent memory capable of absorbing all facts, directly or indirectly having bearing on the matter in hand. He must be stubborn and tenacious in pursuing his goal. Edison tried hundreds of materials before he found a suitable filament for his electric bulb.

Do not speak out your thoughts. Think carefully before you do anything. Be friendly with all, but do not make friendship with everyone. When you are sure that anyone is true friend, make him your friend forever. Do not enter into a quarrel with anyone. But if you do, do not be afraid; rather see that your enemy fears you. Listen to what everyone says, but speak little yourself, except to your close-friends. Let others give their opinions, but do not be too ready to give yours.

- ९) Ouch! All of a sudden you get a terrible pain in your thigh, chest or back. Your doctor advises rest for six weeks. All your exercise routine has taken a beating, you feel terribly unfit after six weeks and

you have to start all over again.

Why does this happen? You skipped the most important part of your workout-the warm-up. Why is a warm-up so critical? Research shows that majority of sports and exercise related injuries are caused by inadequate or no warm-up.

During normal activities, less blood goes to your muscles. For example, at rest, 20 percent of your blood flows to the muscles. When you exercise or engage in vigorous sports, the blood flow is redistributed. To sustain the activity, more blood must flow to working muscles. During maximum exertion, as much as 88 percent blood may flow to your active muscles.

११) I must take the train at half past eight. I doubt whether you will be ready. Are you afraid of missing the train? I fear the taxi won't come in time. I am sorry you did not send a telegram to your aunt. I am afraid she will not know at what time we shall arrive. I wish they would come and get us at the station.

I see my comb, but I don't see yours. Whose suit-cases are these? This one is mine and that one is my mother's. Mine is smaller than hers. In which suit-case are the neck-ties you bought? I don't know in which one I put them. What a beautiful dress you are wearing today! Have you brought us any presents? Yes, here are some.

We don't get up early. My mother says to us, "Get up!"-"Do not be late. Dress yourself quickly" we wash ourselves and we dress. Do not wait for us. Do not bring me my breakfast. I went to bed late. I took walk with you. We returned late in the evening. I was in the bed till my mother as usual said, "Get up! Don't be late."

१२) We often forget that to earn money and just to maintain life somehow is not a big thing. You work in an office and get your monthly salary. That salary can maintain yourself and your family. But beyond this physical maintenance, your monthly salary cannot contribute joy or richness to your life. Those other values have to be found from some other source within yourself. The joy in the work you do is a product of your discipline in your life. It cannot be produced off your salary.

If you have not learnt to do your work with joy, you will be no better than the animal which is tied to a Chakki; the animal goes round and round a Chakki, does some work for somebody else. The animal gets its daily ration of food but does not experience any joy in its life or work. This joy is the special quality and prerogative of a disciplined and

trained mind. It experiences joy in the course of work and at the end of the work too. To such a man, the salary and the physical maintenance achieved from it are only the by-products of his disciplined mind.

- १३) The Government employees must have ability and the willingness to give their very best to the state and to the nation. This is crucial for an efficient administration. Meanwhile every Government employee must be enabled to enjoy certain basic rights. He must also be taught that rights are inseparable from duties and that a right accrues only when a duty is well done. Moreover, no man who is engaged in the task of public administration can discharge his duties and fulfill his obligations to his own inner satisfaction, unless he is animated by moral and ethical values.

Economically, the untouchables were the sufferers worst of all. The practice of untouchability originated in the caste system and the untouchables also inherited occupations from their different castes. The occupations and duties were assigned and prescribed for untouchables from generation to generation and there was no question of 'change of occupation', as it would have resulted also in the change of caste, which was not at all allowed. Eventually, change of place was also not permitted. The rules of defilement were so rigid that the untouchables were segregated and made to live on the outskirts of Villages.

- १४) Some people have absolutely no idea of the value of time in life. They perform their jobs in a haphazard way, break appointments with ease and arrive late for any appointment, however important it may be. Such people will learn much to their grief, that time and tide wait for no one.

When a work is delayed, the time which could have been profitably used is wasted. Time lost is lost forever. There are people in this world who lament that they have never had any luck and so have remained poor. The fact, however, is that many cases of poverty are due to wasted opportunities and deferred tasks.

Sometimes a very heavy price has to be paid for delaying things. The person who delays taking insurance of his house will regret his folly when the house is gutted by a sudden fire. Delay in the treatment of a disease may lead to its worsening and may even result in death.

१५) According to H.L. Wayland, “Universal suffrage, without universal education, would be a curse.” For the success of democracy, education is a must. Imagine a nation with illiterate ministers voted to power by illiterate people!

There are some people who doubt the value of education saying that it has never benefited anyone. But this is not true at all. Knowledge is too far advanced today for a man to be without it. Trade, industry, agriculture, and all other fields have become so complex that no one can take up any job without being educated.

A man who is educated will never find himself stranded in the midst of any difficulty. His brain, developed by serious thinking during his academic years, will arrive at some solution to the problem that besets him. It was Dr. John G. Hibon who said, ‘Education is the ability to meet life’s situations.’ This is what education prepares us for. And most of all, education gives us the mental strength necessary to face the struggles of life with dignity.

१६) A good and meaningful education should aim at all-round development of personality of the child. This means that education should result in the mental, moral and physical development of the child.

Unfortunately, the present system of education lays too much stress on mental development, pays only lip sympathy to moral development and completely neglects physical development.

For an all-round development of children, the curriculum should include sports and games and health education. Sufficient amount of school time should be devoted to sports and physical training.

This is absolutely necessary because mental and moral development is just not possible without physical development, for it has been observed wisely that ‘a sound mind dwells in a sound body’. A strong and healthy student will, in the long run, surpass the pale, sickly, scholar who is merely a bookworm.

१७) The Indian tiger is now protected in several reserves including India’s first national park, the Corbett National Park in the foothills of the Himalayas. The Gir Lion National Park, in Gujarat, is the last natural habitat for the rare Asiatic lion. The Kaziranga National Park in Assam protects the one-horned rhinoceros. The Keibul Lamjao National Park in Manipur has the world’s rarest deer, the Sangai or Manipur brow-antlered deer. Some people consider that the best place to observe

India's rich and varied wildlife is the Kanha National Park near Jabalpur, in Madhya Pradesh.

Many people realize that the world of nature is under threat. An increasing number of city dwellers also want to enjoy the natural world in its original form. This revived interest in nature has greatly benefited the setting up of national parks. The effective management of national parks requires the co-operation of the local people. These people should not be evicted to make way for wildlife sanctuaries.

१८) When we do a thing repeatedly, we inclined to do it again. It becomes easy to do so and subsequently we form the habit of doing that thing. Habit is thus a settled or an established practice of doing something, or a tendency or disposition to act in a particular way. Thus, slurping while having one's tea or using particular words while speaking becomes habit, and indeed, very difficult to break.

It is comparatively easier to form a habit than to get rid of an old one. That is why it is said that, 'old habits die hard'. The reason is that once we form a habit, we are under its powerful influence. It becomes our master and we become it's slaves. McKinley has said, "It is just as easy to form a good habit as it is to form a bad one. And it is as hard to break a good habit as a bad one. So get the good ones and keep them."

१९) Habits are formed when the mind is impressionable, and unfortunately, it is easier to form a bad habit than a good one. This is because most of us choose the line of least resistance. Bad habits are easily picked up in bad or evil company. People who have bad habits tempt us to do a thing once just for sheer fun or excitement. But the fun or the excitement we feel induces in us first a desire and then an intense craving to repeat the act and thus we form the bad habit. As a wise man has observed a bad habit 'comes as a slave but stays to becomes our master and commands us to our grave'.

Changing a habit or getting rid of a bad one is quite difficult. But it is well worth the try. For after all, don't we want everyone to like us? A little inconvenience in the beginning, no doubt, but the effort will be well worth the reward.

२०) A newspaper performs a variety of functions. It's prime function is to keep readers informed of the latest developments throughout the world. Besides this, a newspaper also provides information about the

development in various branches of knowledge. It investigates and presents important events. Through editorials, it guides and moulds public opinion. Through a 'Letters to the Editor' section, it provides space for the ventilation of public grievances. It also serves as an instrument of social reforms and educates people in good citizenship. The newspaper acts as a medium of communication between the people and the government.

A newspaper also provides information on a variety of subjects, such as science, art, business, sports, crime, fashion health, child-care, food and travel. Most news-papers today have cartoons, comic strips, advice columns and plenty of advertisements. In fact, it is quite difficult to maintain a newspaper without advertisements. Very often, profiles on leaders in political, social, business and cultural circles also make their appearance.

२१) 'A stitch in time saves nine'. This is a very well-known proverb. It warns us against neglecting small faults, imperfections or inconsistencies which may later develop into big troubles. If there is a small tear in our cloth, we can mend it with a few small stitches if we attend to it then and there. But if we neglect it and delay the repair, the tear will grow larger and will require nine stitches, that is, many more stitches. The tear might even be beyond repair and we may have to discard the cloth entirely. Thus, our neglect of a minor initial defect would cost us a lot of time and trouble later on.

A small crack in a dam may lead to a breach in the dam and the flooding of the area around, if it is not repaired in time. A hole in the pocket or a purse, a small crack in a piece of furniture or a ship, a lighted cigar thrown carelessly in the compartment of a railway train-all these small faults, if unattended may later develop into major mishaps.

२२) Villages have purer air, simpler living and a slow easy going pace that minimizes stress and strain. Time proceeds at an even pace, and there is much room for quiet an meditation. City life is fraught with noise and a sense of urgency. Haste is the name of the game in the city. One has to hurry through one's daily routine, and that too amidst an environment that is hardly conducive to good health. City dwellers live amidst serious conditions of stress and strain – overcrowded localities, poor supply of clean, wholesome water, and highly polluted areas.

२३) A person is judged by his appearance. It is the outward sign of his attitude, temperament and personality. Hence, it is necessary to dress well. A man working in a bank, a lady working as a secretary, a candidate going for an interview, all need to present themselves in such a way that they will appear smart and refined.

Now this does not mean that one has to be showy. The fact is that one has to dress well, and not gaudily, flaunting one's wealth in the other's face. As Shakespeare has aptly put it; 'Costly thy apparel as thy purse can buy.' One need not be rich to dress decently. If one wears clean clothes, neatly and tidily, and clothes that are sober and refined in appearance- that is enough. Dressing up well does not imply wearing satin gowns, or designer shirts, or Jeans that have been widely advertised on TV.

२४) Plastic – a modern invention- has many uses- but used plastic bags generate waste. Plastic is not biodegradable-hence plastic waste contributes to environmental pollution. recycling is a solution. some plastics can be melted and re-moulded into new products-some are ground into fine powders or shredded-burnt plastic can be used to yield energy for electricity or heating. Plenty of funds are needed for this. The country must have such plants to facilitate recycling. At present, in India, plastics are becoming hazardous to the environment-plastic bags choke up drains and rivers-they can cause severe harm to animals that eat them from rubbish heaps. In the absence of plastic recycling plants, plastics need to be banned in India.

२५) One of the priority tasks faced by us is to secure the nation against terrorist and fundamentalist elements. Government had put in place a new agency to deal with terrorist threats and has also brought in legislative changes. To tackle this menace a determined, coordinated and concerted approach by all agencies To tackle this menace would be necessary. Our security personnel must be given confidence that every citizen of India is with them as they take action to safeguard our borders and secure our safety and security within the country.