



### PO GUIDE I PREVIOUS YEAR QUESTIONS-2024

1. The Head Quarter of Maharashtra Postal Circle is located in which of the following city?  
(LGO Exam-2024 Assam Circle)  
a. Pune                      b. Nagpur                      c. Nasik                      d. Mumbai
2. Any person wishing to use a franking machine shall apply to which of the following authority?  
(LGO Exam-2024 Assam Circle)  
a. Post Master of HO                      b. Head of the Postal Sub Division  
c. Head of the Postal Division                      d. Head of the Postal Region
3. Post Offices are divided into how many classes? (LGO Exam-2024 Assam Circle)  
a. Two                      b. Three                      c. Six                      d. Seven
4. Generally, stamps should be affixed at which place of the address side of an envelope  
(LGO Exam-2024 Assam Circle)  
a. Left had top corner                      b. Right had top corner  
c. Left had bottom corner                      d. Right had bottom corner
5. Following two statements be read carefully and choose the correct option given below:  
Statement I: Post Box facility is available in all Post Offices  
Statement II: Post Box facility is available free of cost (LGO Exam-2024 Assam Circle)  
a. Both statements are correct                      b. Both statements are incorrect  
c. Statement I is incorrect and Statement II is correct  
d. Statement I is correct and Statement II is incorrect
6. Where is the Head Quarters of the Telangana Postal Circle located?  
(LGO Exam-2024 Madhya Pradesh Circle)  
a. Hyderabad                      b. Vijayawada                      c. Trivandrum                      d. New Delhi
7. What is the primary purpose of Mobile Post Offices? (LGO Exam-2024 Madhya Pradesh Circle)  
a. Providing banking services                      b. Offering I.P.O & stamp sales  
c. Facilitating late posting in different areas of cities at various timings  
d. Facilitating ATM services
8. What does the franking machine indicate on the postal articles?  
(LGO Exam-2024 Madhya Pradesh Circle)  
a. The receiver's address                      b. The sender's address  
c. Payment of postage                      d. Date and time of delivery
9. Under which circumstance is the facility of prepayment of postage in cash available for firms or business establishments at selected Gazetted and H.S.G. Post Offices?  
(LGO Exam-2024 Madhya Pradesh Circle)  
a. When posting less than 50 articles of the same type and weight  
b. When posting not less than 500 articles at a time in respect of letters, Inland Letter Cards, Post Cards, and un-registered parcels  
c. When sending international parcels                      d. When sending only registered parcels
10. How many date stamps are required on every letter, packet or parcel according to the general rules as to Posting?  
(LGO Exam-2024 Madhya Pradesh Circle)  
a. At least one                      b. At least four  
c. At least two                      d. At least three
11. Which type of notes are NOT included in the expression "Currency Notes" in accordance to the rules laid down for the posting of coins?  
(LGO Exam-2024 Madhya Pradesh Circle)  
a. Bank Notes                      b. Defaced notes  
c. Foreign currency notes                      d. Old notes
12. What must accompany an application for recalling or altering the address of an insured or registered article?  
(LGO Exam-2024 Madhya Pradesh Circle)

- a. A sworn statement by the sender  
c. A copy of the original receipt granted by the post office
- b. A photograph of the postal article  
d. Original receipt granted by the addressee
13. What is the consequence if a postal article reposted after being opened or reposted at a place other than where it was delivered?  
(LGO Exam-2024 Madhya Pradesh Circle)
- a. The article will be redirected free of charge  
b. It will be treated as a new postal article and charged with postage accordingly  
c. The sender will be reimbursed for any additional charges  
d. The post office will bear the redirection fee
14. How should strong smelling articles be enclosed for mailing?  
(LGO Exam-2024 Madhya Pradesh Circle)
- a. Wrapped in perfumed bag  
c. Enclosed in a paper bag
- b. Enclosed in a hermetically sealed case of tin or other metal  
d. Placed in a plastic bag
15. What classes of mails are given air transmission without payment of any additional air fee?  
(LGO Exam-2024 Madhya Pradesh Circle)
- a. First Class mails  
c. Book packets
- b. Sample packets  
d. Registered newspapers
16. No Postman is permitted to receive for delivery an insured article of greater value than:  
(LGO Exam-2024 Madhya Pradesh Circle)
- a. Rs 100  
b. Rs 500  
c. Rs 1000  
d. Rs 5000
17. An article bearing "OIGS" addressed to the officer of Central Govt. Service bearing his name & designation is delivered to  
(LGO Exam-2024 Madhya Pradesh Circle)
- a. Name  
c. In-charge of the office
- b. Designation  
d. None of these
18. When the last day for payment of any postal dues or for the receipt of sums due from the post office falls on a Sunday or a post office holiday, which day shall be taken as the last day for such transactions?  
(LGO Exam-2024 Tamilnadu Circle)
- a. The actual day even if it is a Sunday or a post office holiday  
b. The next working day after the due date  
c. The last working day before the due date  
d. None of these
19. Maximum working hours of branch post offices are:  
(LGO Exam-2024 Tamilnadu Circle)
- a. 3 hours  
b. 5 hours  
c. 4 hours  
d. 6 hours
20. Second Class mails are forwarded by air transmission under which of the following circumstances?  
(LGO Exam-2024 Tamilnadu Circle)
- a. If marked for air transmission  
c. Both A and B
- b. If the requisite air surcharges are paid.  
d. None of the above
21. Who is authorized to issue franking machine license?  
(LGO Exam-2024 Tamilnadu Circle)
- a. Head of Division.  
c. Head of Circle
- b. Head of Region  
d. Head of Sub Division
22. Atraveller may not use "Post Restante" for more than:  
(LGO Exam-2024 Tamilnadu Circle)
- a. 1 month  
b. 2 months  
c. 15 days  
d. 3 months
23. Post Offices are classified into how many classes?  
(LGO Exam-2024 Tamilnadu Circle)
- a. One  
b. Two  
c. Three  
d. Four
24. Coin, bullion, precious stones and jewellery, currency notes or articles of gold or silver can be sent through inland post, only through:  
(LGO Exam-2024 Tamilnadu Circle)
- a. Registered Post  
c. Confidential Post
- b. Insured Post  
d. Cannot be sent
25. Minimum amount of advance payment of subsequent deposits for resetting of franking machines will be:  
(LGO Exam-2024 Tamilnadu Circle)
- a. 2000+ multiples of 200  
c. 10,000+ multiples of 1000
- b. 5000+ multiples of 500.  
d. 1000+ multiples of 100
26. Night Office hours can be extended up to hours by the  
(LGO Exam-2024 Tamilnadu Circle)
- a. 0830 pm; Director General of Posts.  
c. 0700am; Head of Circle
- b. 1000 pm; Postmaster General  
d. 1200 am; Senior Superintendent of Posts
27. Under which section of the Indian Penal Code is the manufacture and use of fictitious postage stamps for any purpose whatsoever prohibited?  
(LGO Exam-2024 Tamilnadu Circle)

- a. Section 263-A. b. Section 253-A  
c. Section 71 d. Section 191(B)
28. In any post office other than a branch post office, a booked article can be insured for a maximum amount of: **(LGO Exam-2024 Tamilnadu Circle)**  
a. 500 b. 20,000 c. 1,00,000 d. 100
29. Every letter has to be stamped with the date stamp of at least.....post offices **(LGO Exam-2024 Haryana Circle)**  
a. One b. Two c. Four d. Eight
30. The jurisdiction of North Eastern Postal Circle covers the following numbers of states: **(LGO Exam-2024 Haryana Circle)**  
a. 5 b. 6 c. 7 d. 8
31. Blind Literature are not exempted from the following **(LGO Exam-2024 Haryana Circle)**  
a. Registration Charges & Postage b. Air Mail Charges  
c. Both of the above d. None of the above
32. Mails for navy personnel on board INS ships should be addressed **(LGO Exam-2024 Haryana Circle)**  
a. C/o 56 APO b. C/o 99 APO  
c. C/O INS Ship d. C/o Fleet mail Office Mumbai
33. Full of MDG in MDG post office **(LGO Exam-2024 Haryana Circle)**  
a. Madhyam Dak Ghar b. MediumDak Ghar  
c. Mukhya Dak Ghar d. MainDak Ghar
34. What is the penalty of breach of condition in respect of a postal article reposted after having opened or reposted at any place other than the place at which it was delivered **(LGO Exam-2024 Haryana Circle)**  
a. Will be treated as a postal article posted for the first time and charged with postage accordingly  
b. Double the redirection fee will be charged  
c. Double the postage will be charged d. 50% of the redirection fee will be charged
35. Sikkim State is a part of which Postal Circle **(LGO Exam-2024 Haryana Circle)**  
a. West Bengal b. Assam  
c. North East d. Sikkim
36. An article bearing "OIGS" addressed to the officer of CentralGovt Service bearing his name & designation is delivered to **(LGO Exam-2024 Jharkhand Circle)**  
a. Name b. Designation  
c. In-charge of the office d. None of these
37. Where is Head Quarters of the Andhra Pradesh Postal Circle located? **(LGO Exam-2024 Jharkhand Circle)**  
a. Hyderabad b. Vijayawada  
c. Trivandrum d. New Delhi
38. What function/functions is/are suspended at Night Post Offices on Sundays and National Holidays? **(LGO Exam-2024 Jharkhand Circle)**  
a. Sale of cash certificates only  
b. Delivery functions and payment of Money Orders and Saving Banks and post office Certificates  
c. Booking registered articles only d. Sale of postage stamps only
39. Where should the impressions by a franking machine ideally be placed on an article? **(LGO Exam-2024 Jharkhand Circle)**  
a. Center of the article b. Left top corner of the article  
c. Right top corner of the article d. Bottom right corner of the article
40. What is the consequence of using a stamp that has already been used for postage, with intent to cause loss to the Central Government? **(LGO Exam-2024 Jharkhand Circle)**  
a. Fine b. Offence under the Indian Penal Code  
c. Warning d. None of these
41. Which of the following items can be sent by the Inland Post, but only when insured? **(LGO Exam-2024 Jharkhand Circle)**  
a. Stationery b. Documents  
c. Coins d. Stamps
42. For articles addressed to foreign countries, the address should be written in? **(LGO Exam-2024 Jharkhand Circle)**

- a. Roman letters and Arabic figures POS      b. In numbers  
c. Cursive handwriting      d. Address in local language only
- 43.** What can a sender request directly to the office of destination of a postal article?  
**(LGO Exam-2024 Jharkhand Circle)**
- a. Simple correction of the status of the addressee      b. Recall of the article without any procedure  
c. Alteration of the name of the addressee      d. Simple correction of the address
- 44.** Which of the following items are treated as first class mail? **(LGO Exam-2024 Jharkhand Circle)**
- a. Registered Newspapers      b. Book Packets  
c. Blind literature packets      d. Letters
- 45.** Which condition must be met for articles enclosed in envelopes with a transparent panel to be transmitted by post? **(LGO Exam-2024 Jharkhand Circle)**
- a. The address must be obstructed by the stamp      b. The address must be visible through the panel  
c. The envelope must be completely opaque      d. Will not be transmitted by post
- 46.** How should strong smelling articles be enclosed for mailing? **(LGO Exam-2024 Jharkhand Circle)**
- a. Wrapped in perfumed bag      b. Enclosed in a hermetically sealed case of tin or other metal  
c. Enclosed in a paper bag      d. Placed in a plastic bag
- 47.** What is the main difference between redirection of first class Mail and other classes of letter mail within India? **(LGO Exam-2024 Jharkhand Circle)**
- a. First class mail is redirected by air for free, while other classes are redirected by surface only  
b. First class mail is not eligible for redirection, while other classes can be redirected by air  
c. First class Mail is redirected to a foreign country, while other classes are redirected within India  
d. First class mail is always redirected to the new address, while other classes are returned to the sender
- 48.** Identification cards issued by the Postmaster will
- i) Establish the identity of tourists and other members of public to establish their identity in connection with postal transaction.  
ii) Identification card is issued to literate persons only.  
iii) Postmaster cannot make further enquiry after production of identification card to establish the identity of the card holder  
iv) Postmaster cannot demand additional corroborative evidence of identity from the holder of an identification card for delivery of postal articles and payment of money orders, even if there is any doubt.
- (LGO Exam-2024 Kerala Circle)**
- a. i, ii, iii & iv are correct      b. ii & iii are correct  
c. i & ii are correct      d. iii & iv are correct
- 49.** A registered newspaper shall be
- i) Registered with the office of the Superintendent of Post Offices of the Postal Division in which it is published or posted  
ii) Every copy or bundle of copies of newspaper shall be posted without a wrapper or with a wrapper open at both ends  
iii) There shall be no paper or thing enclosed in or with any such newspaper other than an extra supplement  
iv) The registration number shall be printed on the wrapper **(LGO Exam-2024 Kerala Circle)**
- a. i, ii, iii & iv are correct      b. i, iii & iv correct  
c. iii & iv correct      d. i, ii & iii correct
- 50.** The following are exempted for blind literature packets
- i) Postage      ii) Registration charge  
iii) Fee for acknowledgement      iv) Fee for the attested copy of receipts
- (LGO Exam-2024 Kerala Circle)**
- a. ii, iii & iv are correct      b. ii & iii are correct  
c. i, ii, iii & iv are correct      d. i & iii are correct
- 51.** If an article which has been delivered is reposted with a revised address in a letter box within the local limits of the post town in which it was delivered or returned to postman without having been opened. Choose the correct answer? **(LGO Exam-2024 Kerala Circle)**
- a. Additional postage charge should be collected  
b. It should be treated as a redirected article and no additional postage should be collected  
c. It should be treated as wholly unpaid article and taxed  
d. Article should not be accepted as a redirected article as it was already delivered
- 52.** Manufacture and use of fictitious postage stamps is an offence punishable under



**(LGO Exam-2024 Kerala Circle)**

- a. Section 261-A of IPC
- b. Section 262-B of IPC
- c. Section 263-A of IPC
- d. Section 263-A of Indian Post office Act

**53.** Articles addressed to other person or firms C/o Post Box numbers are delivered in the following cases.

- i) Articles addressed to the family members and guests of the renter.
- ii) Articles addressed towards, trainees or inmates of an institution controlled by a recognized and known authority
- iii) Articles addressed to casual visitors and commercial representatives staying with the renter.
- iv) Articles addressed to legitimate personnel of a firm renting a Post Box

**(LGO Exam-2024 Kerala Circle)**

- a. i & ii are correct  
b. i, ii & iii are correct  
c. iii & iv are correct  
d. i, ii, iii & iv are correct

**54.** If a book packet is found to be in excess of either prescribed size or weight,

**(LGO Exam-2024 Kerala Circle)**

- Treated as parcel and charged double the deficiency
- Treated as letter and charged double the deficiency
- Returned to sender
- Treated as parcel charged with single deficiency

**55.** A post card may be attached with

- i) Stamps in payment of postage
  - ii) Gummed label with the address of the addressee
  - iii) A label not exceeding 6 cm in length and 1.5 cm in width with sender's address
  - iv) Another postcard for reply
- (LGO Exam-2024 Ke**

**(LGO Exam-2024 Kerala Circle)**

- a. i, ii, iii & iv are correct  
b. i, ii and iv are correct  
c. i and ii are correct  
d. Only i is correct

**56.** Articles may be posted in envelopes with a transparent address panel under the following conditions:

- i) The panel must be situated on the plain side of the envelope which is not provided with the closing flap  
ii) The panel must be made of such a material and in such a way that the address can be easily read through it  
iii) Items in envelopes with more than one panel are admitted in the foreign post  
iv) The contents of the items must be folded in such a way that the address remains fully visible through the panel even if the contents shift inside the envelope
- (LGO Exam-2024 Kerala Circle)**

**(LGO Exam-2024 Kerala Circle)**

- a. i, ii, iii & iv are correct  
b. i, ii & iii are correct  
c. i & ii are correct  
d. i, ii & iv are correct

**57.** Special registration envelopes provided by Post Offices

- i) Cannot be used for transmission of unregistered articles  
ii) Can be used for transmission of unregistered articles
- (LGO Exam-2024 Andhra Pradesh Circle)**

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. i only is correct  
b. ii only is correct  
c. Both are correct  
d. None is correct

**58.** Counterfeit coins remitted by Currency departments/Mints can be transmitted

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. Only through Insured Post                      b. Only through Parcels  
c. Only through Registered Post                d. By any approved mode of transmission

**59.** A parcel which does not exceed 10 Kg. in weight (except Value-payable parcel and those addressed to Poste Restante) will be issued for delivery only once and if it cannot be delivered through any cause on first presentation by the postman it will be brought back to the Post Office and will not be issued again for delivery

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. The above statement is completely True      b. The above statement is partially True  
c. The above statement is completely wrong      d. The above statement is partially wrong

**60.** Complaints relating to loss or damage to a registered or insured article where a claim for compensation is made within

**(LGO Exam-2024 Andhra Pradesh Circle)**

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. 12 months  
b. 6 months  
c. 3 months from the date of posting  
d. 3 months from the date of delivery

**61.** Registered Newspapers are treated as

**(LGO Exam-2024 Andhra Pradesh Circle)**

- First class mail
- Second class mail
- First class mail only for Sorting
- Parcels

**62.** Articles can be transmitted through

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. Wholly transparent envelopes
  - b. Envelopes with transparent panel to see the address portion
  - c. Envelopes with transparent panel on the back side
  - d. Only in fully closed covers without any transparency
63. Human and other viscera .....to Chemical Examiners for analysis.

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. May be transmitted by the Inland post
- b. May not be transmitted by the Inland post
- c. Should be transmitted neither by Inland Post nor by Foreign Post
- d. Should be transmitted only by Registered Post

64. For any registered article which is re- posted after having been delivered

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. Registration is NOT compulsory
- b. Insurance is compulsory
- c. Repacking with seals is compulsory
- d. Registration is compulsory

65. If any injurious Postal article is found during the course of transmission, the case will be reported to

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. Head of the Division
- b. Head of the Office
- c. Head of the Sub Division
- d. Head of the Circle

66. For the Philatelic Deposit Account holders, the despatches will happen

**(LGO Exam-2024 Andhra Pradesh Circle)**

- a. During the first week of every month
- b. During the first week of every quarter
- c. During the first week of every year
- d. During the first hour of every day

67. A Poste Restante article (except value payable) is kept in the post office to which it is addressed for how many days?

**(LGO Exam-2024 Chhattisgarh Circle)**

- a. A period not exceeding one month.
- b. A period not exceeding two months.
- c. A period not exceeding three months
- d. None of the above

68. Following two statements be read carefully and choose the correct option given below.

Statement I: Post Box facilities are available in all Post Offices.

Statement II: Post Box facilities are available free of cost

**(LGO Exam-2024 Chhattisgarh Circle)**

- a. Both statements are correct
- b. Both statements are incorrect
- c. Statement I is incorrect and Statement II is correct
- d. Statement I is correct and Statement II is in correct

69. Generally, stamps should be affixed at which place of the address side of an envelope.

**(LGO Exam-2024 Chhattisgarh Circle)**

- a. Left hand top corner
- b. Right hand top corner
- c. Left hand bottom corner
- d. Right hand bottom corner

70. Following two statements be read carefully and choose the correct option given below.

Statement I: Revenue stamps can be used for payment of postage.

Statement II: Postage charges can, also, be paid by means of impressions of a franking machine.

**(LGO Exam-2024 Chhattisgarh Circle)**

- a. Both statements are correct
- b. Both statements are incorrect
- c. Statement I is incorrect and Statement II is correct
- d. Statement I is correct and Statement II is incorrect

71. Post Offices are divided into how many classes?

**(LGO Exam-2024 Chhattisgarh Circle)**

- a. Four
- b. Five
- c. Seven
- d. None of the above

72. The Head Quarters of North East Postal Circle is located in which of the following city?

**(LGO Exam-2024 Chhattisgarh Circle)**

- a. Kohima
- b. Imphal
- c. Aizawl
- d. Shilong

73. Night Post office on Sunday will not generally do the following transaction

**(LGO Exam-2024 Delhi Circle)**

- a. Booking Registered Article
- b. Booking VP Article
- c. Booking of Money Order
- d. SB Transactions

74. Where is the Head Quarters of the Andhra Pradesh Postal Circle located?

**(LGO Exam-2024 Delhi Circle)**

- a. Hyderabad
- b. Vijayawada
- c. Trivandrum
- d. New Delhi

75. Which types of postal business are normally transacted at the first two classes of post offices?  
(LGO Exam-2024 Delhi Circle)  
a. Only delivery of mails b. Only booking of articles  
c. All types of postal business d. Only SB related work
76. What transactions can be carried out at Night Post Offices during extended hours?  
(LGO Exam-2024 Delhi Circle)  
a. Only sale of postage stamps  
b. Booking registered articles and selling I.P.Os and postage stamps  
c. Only acceptance of SB deposits d. Payment of Money Orders only
77. Who has the authority to extend the working hours of any post office up to 8:30 P.M.?  
(LGO Exam-2024 Delhi Circle)  
a. Director-General b. Head of Circle  
c. SSPOS/SPOS d. P.M.G
78. What is NOT a valid method of paying postage charges? (LGO Exam-2024 Delhi Circle)  
a. Using Revenue stamps issued by the Central Government b. Affixing postage stamps  
c. Making cash payments as indicated in specific cases d. Franking of articles
79. How will machine franked articles posted in letter boxes be treated? (LGO Exam-2024 Delhi Circle)  
a. As regular b. As priority  
c. As unpaid articles d. As fraud
80. Why is it important to leave a clear margin 2 at the top of the postal article according to the method of address? (LGO Exam-2024 Delhi Circle)  
a. To display decorative stickers b. To accommodate additional addresses  
c. For postage stamps and labels, postmarks, and other indications  
d. To prevent postal theft
81. How does the post office ordinarily handle articles addressed to deceased persons?  
(LGO Exam-2024 Delhi Circle)  
a. Refused articles b. Unclaimed articles  
c. Insured articles d. None of the above
82. How should strong smelling articles be enclosed for mailing? (LGO Exam-2024 Delhi Circle)  
a. Wrapped in perfumed bag b. Enclosed in a hermetically sealed case of tin or other metal  
c. Enclosed in a paper bag d. Placed in a plastic bag
83. What is the required superscription for official postal articles posted by Government officials authorized to use service postage stamps? (LGO Exam-2024 Delhi Circle)  
a. "Priority Mail" b. "To be opened by Government official only"  
c. "Confidential Article" d. "On India Government service"
84. What is the maximum period of detention for value payable parcels addressed 'Poste Restante'?  
(LGO Exam-2024 Delhi Circle)  
a. One week b. Two weeks  
c. Three weeks d. One month
85. Which card is being issued by the post Office for the benefit of tourists travelling representatives of firms & other members of the public? (LGO Exam-2024 Gujarat Circle)  
a. ATM card b. Travelling card  
c. Identification card d. Aadhar card
86. A person changing their residence to whom they should furnish written instructions regarding the disposal of postal article. (LGO Exam-2024 Gujarat Circle)  
a. Mail Office b. Delivery Office  
c. Both at the place they are leaving/going d. Head Post Office
87. Articled addressed to deceased persons are ordinarily be dealt with which remarks on article?  
(LGO Exam-2024 Gujarat Circle)  
a. Treated as left b. Unclaimed  
c. Addressee not found d. Returned to sender
88. Which literature are exempted from payment of Postage? (LGO Exam-2024 Gujarat Circle)  
a. Registered News Paper b. Magazines.  
c. Blind literature Packets d. Magazines of Political events
89. In which case RPAD need not to be sent out for delivery? (LGO Exam-2024 Gujarat Circle)  
a. Addressee is not willing to take RPAD

- b. Sender has shown unwillingness to deliver RPAD  
c. When an unclaimed or refused article received by the office of booking for return to sender.  
d. To be delivered on payment of AD charge.
90. What is meaning of 'Poste restante'? (LGO Exam-2024 Gujarat Circle)  
a. Reissue of article for delivery      b. Unpaid articles for dispatch to Subordinate offices.  
c. To await arrival of addresses      d. Return to sender
91. How many Postal circles in the Department of Posts? (LGO Exam-2024 Gujarat Circle)  
a. 21      b. 22      c. 23      d. 20
92. Where is the Head Quarters of the Telangana Postal Circle located? (LGO Exam-2024 Himachal Pradesh Circle)  
a. Hyderabad      b. Vijayawada      c. Trivandrum      d. New Delhi
93. Which type of post office is in charge of gazetted officers in important cities? (LGO Exam-2024 Himachal Pradesh Circle)  
a. First Class Head Office      b. Night Post Office  
c. E.D. Branch Post Office      d. HSG-II Post Office
94. When are Mobile Post Offices closed? (LGO Exam-2024 Himachal Pradesh Circle)  
a. Only Postal Holidays      b. Only Sundays  
c. Sundays and Postal Holidays      d. Always remain open
95. What is a franking machine primarily used for? (LGO Exam-2024 Himachal Pradesh Circle)  
a. Printing labels      b. Sending emails  
c. Stamping impressions on postal articles      d. Scanning barcodes
96. What is considered an offence under the Indian Penal Code related to the usage of stamps? (LGO Exam-2024 Himachal Pradesh Circle)  
a. Using a stamp with illegible indications  
b. Using a stamp that has already been used, to cause loss to the Central Government  
c. Using a stamp without initials  
d. Using stamp more than the required postage
97. What section of the Indian Penal Code deals with the prohibition of fictitious postage stamps? (LGO Exam-2024 Himachal Pradesh Circle)  
a. Section 500-C      b. Section 100-B  
c. Section 263-A      d. Section 700-D
98. What should be done to prevent officials from being exposed to injuries or hindering postal operations during handling of articles? (LGO Exam-2024 Himachal Pradesh Circle)  
a. Securely fasten outside the covers      b. Pack in fragile covers  
c. Ensure no sharp edges are exposed      d. Use sharp edges
99. What is the recommended location for writing the sender's address on a postal article based on the guidelines provided? (LGO Exam-2024 Himachal Pradesh Circle)  
a. Upper right-hand corner      b. Lower left-hand corner  
c. Front top right-hand corner      d. Center of the article
100. How is an insured article for more than Rs.500 delivered to the addressee? (LGO Exam-2024 Himachal Pradesh Circle)  
a. At the doorstep      b. Only at the Post Office window  
c. Can be delivered at any place      d. Cannot be delivered
101. How are postage free blind literature packets to be transmitted? (LGO Exam-2024 Himachal Pradesh Circle)  
a. By surface route only      b. By sea only  
c. By both air and sea      d. By air only
102. For the permission for use of a franking machine, a person must apply to:- (LGO Exam-2024 Jammu Kashmir Circle)  
a. Head of a Postal Division      b. Chief Postmaster General of the Circle  
c. Director General of Postal Services      d. Postmaster of the linked Post office
103. The postal administration of Yanam town, part of Pondicherry UT, is under which Circle's jurisdiction? (LGO Exam-2024 Jammu Kashmir Circle)  
a. Tamil Nadu      b. Kerala  
c. Karnataka      d. Andhra Pradesh
104. Which of the following articles cannot be booked in Army Post Office?



**(LGO Exam-2024 Jammu Kashmir Circle)**

- Registered Letter
- Parcel
- Value-payable article
- All of above

**105.** For being recognized as valid, the impressions of 'frank' should consist of the following dies:

**(LGO Exam-2024 Jammu Kashmir Circle)**

- a. Value Die and Licence Die                      b. Postal Die and Frank Die  
c. Postal Die and Value Die                        d. Frank Die and Value Die

**106.** Which of the following cannot be delivered through a Post Box?

**(LGO Exam-2024 Jammu Kashmir Circle)**

- a. Inland letter cards
- b. Registered Newspapers
- c. Postcards
- d. Registered Letters

**107.** Mails for defense personnel serving in the Air force are delivered by whom?

**(LGO Exam-2024 Jammu Kashmir Circle)**

- a. Air Force Post Offices
- b. Army Post Offices
- c. Fleet Mail office
- d. Air Fleet Mail Office

**108.** Can revenue stamps sold at post offices be used to pay postage?

**(LGO Exam-2024 Jammu Kashmir Circle)**

- a. No    b. Yes  
c. Only for Registered letters sent by courts      d. Only for sending RTI applications

**109.** If the postage required for transmission of embossed postal stationery is more than the value of the stamp printed on the article, then which of the following is true?

**(LGO Exam-2024 Jammu Kashmir Circle)**

- The article cannot be booked
- The entire postage has to be paid in cash only
- Fresh stamps for the entire postage required have to be used on the article
- The difference can be made good by affixing additional postage stamps of the requisite value

**110.** Post offices are divided into how many classes: **(LGO Exam-2024 Jammu Kashmir Circle)**

- a. One      b. Two      c. Three      d. Four

**111.** If the addressee of a registered letter is not found at the address given on the letter, for how many days is the letter to be detained at the post office? **(LGO Exam-2024 Jammu Kashmir Circle)**

- a. Not exceeding 10 days      b. Not exceeding 12 days  
c. To be returned the same day      d. Not exceeding 7 days

**112.** Which of the following is First Class Mail? **(LGO Exam-2024 Bihar Circle)**

- a. Book Post                      b. Post Card  
c. Magazine                        d. News Paper

**113.** Machine franked articles posted in letter box should be treated as:

**(LGO Exam-2024 Bihar Circle)**

- Unpaid
- Paid Article
- Underpaid
- Registered Article

**114.** Working Hours of night post office are generally fixed by: **(LGO Exam-2024 Bihar Circle)**

- |    |                    |    |            |
|----|--------------------|----|------------|
| a. | Head of the Circle | b. | SSPOS/SPOS |
| c. | DPS                | d. | Sr. PM     |

**115.** Where an application for recall of an insured or registered article, it shall also be accompanied by the following: **(LGO Exam-2024 Bihar Circle)**

- |    |                  |    |                 |
|----|------------------|----|-----------------|
| a. | Original Receipt | b. | ID Card         |
| c. | Intimation       | d. | Acknowledgement |

**116.** Registered Article addressed to Mr. XYZ, 123, GB Street Lucknow, will be delivered to:

**(LGO Exam-2024 Bihar Circle)**

- Only to Mr. XYZ on his address
- Any one person residing at that address
- To a messenger from Mr. XYZ without any Authorized letter.
- All of the above

**117.** A VP article can be returned to the sender if it is not claimed within 7 days:

**(LGO Exam-2024 Bihar Circle)**

- a. From the next day of intimation                      b. From the date of intimation  
c. From the day of arrival of the article in the PO    d. None of these

118. Open delivery of a damaged insured article should be done in the presence of:

(LGO Exam-2024 Bihar Circle)

- |               |                  |
|---------------|------------------|
| a. Postmaster | b. Other Postman |
| c. Any Staff  | d. Inspector     |

119. Blind Literature Packets are exempt from payment of: (LGO Exam-2024 Bihar Circle)

- |                      |                  |
|----------------------|------------------|
| a. Postage           | b. Insurance Fee |
| c. Speed Post Charge | d. None of these |

120. When a registered articles of the letter mail or a parcel is received in the office of delivery in a damaged condition ..... a will be sent by the postmaster of that office to the.....requesting him to attend the post office within.....days in the case of inland articles and.....days in the case of foreign article to take delivery of it. (LGO Exam-2024 Karnataka Circle)

- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| a. notice, addressee, seven, ten     | b. notice, addressee, seven, twenty |
| c. notice, addressee, seven, fifteen | d. notice, addressee, ten, fifteen  |

121. Size of ID Card as per PO Guide? (LGO Exam-2024 Karnataka Circle)

- |                                  |                                  |
|----------------------------------|----------------------------------|
| a. 88 millimeter x 63 millimeter | b. 86 millimeter x 66 millimeter |
| c. 88 millimeter x 64 millimeter | d. 86 millimeter x 63 millimeter |

122. "PostRestante" means? (LGO Exam-2024 Karnataka Circle)

- |                         |                          |
|-------------------------|--------------------------|
| a. "To wait arrival"    | b. "Care of Post Office" |
| c. "Care of postmaster" | d. All the above         |

123. Period within which Complaints should be referred for MO, VP, IPOs?

(LGO Exam-2024 Karnataka Circle)

- |              |              |             |              |
|--------------|--------------|-------------|--------------|
| a. 24 months | b. 12 months | c. 6 months | d. 18 months |
|--------------|--------------|-------------|--------------|

124. Registered Letter can be delivered to? (LGO Exam-2024 Karnataka Circle)

- |   |                             |
|---|-----------------------------|
| a. Anyone residing at home in the address | b. Name & any family member |
| c. Addressee only                         | d. All the above            |

125. Cases in which Registration is compulsory? (LGO Exam-2024 Karnataka Circle)

- |   |                |
|---|----------------|
| a. Any Parcel exceeding 4kgs  | b. Money Order |
| c. Any registered article with is re-posted after having been delivered | d. Both A & C  |

126. Where there has been mis-delivery arising out of incorrectness or incompleteness of the address written by the sender in Insurance article, then compensation will be?

(LGO Exam-2024 Karnataka Circle)

- |                         |   |
|-------------------------|---|
| a. no compensation      | b. Registration charges + Insurance value |
| c. upto Insurance value | d. Maximum of Rs. 100                     |

127. Void MOs can be paid before? (LGO Exam-2024 Karnataka Circle)

- |              |           |             |            |
|--------------|-----------|-------------|------------|
| a. 18 months | b. 1 year | c. 6 months | d. 2 years |
|--------------|-----------|-------------|------------|

128. Booking of Registered articles in Bulk at least..... (Excluding Insurance) per day is required.

(LGO Exam-2024 Karnataka Circle)

- |      |      |       |       |
|------|------|-------|-------|
| a. 5 | b. 3 | c. 20 | d. 10 |
|------|------|-------|-------|

129. Clause of PO Guide Part-I governing particulars to be furnished for "Method of addressing"

(LGO Exam-2024 Punjab Circle)

- |              |              |              |              |
|--------------|--------------|--------------|--------------|
| a. Clause 23 | b. Clause 26 | c. Clause 29 | d. Clause 30 |
|--------------|--------------|--------------|--------------|

130. Which Clause of PO Guide Part-I deals with 'Poste Restante'? (LGO Exam-2024 Punjab Circle)

- |                 |                 |
|-----------------|-----------------|
| a. Clause 64-66 | b. Clause 54-56 |
| c. Clause 44-46 | d. Clause 34-36 |

131. Perfumes may be transmitted through Inland Post subject to following conditions:

(i) The perfume must be filled in a glass bottle which should be plugged and capsuled.

(ii) The glass bottle should then be packed in a cardboard box with cushion inside.

(LGO Exam-2024 Punjab Circle)

- |                                |                                  |
|--------------------------------|----------------------------------|
| a. Only (i) is correct         | b. Only (ii) is correct          |
| c. Both (i) & (ii) are correct | d. Both (i) & (ii) are incorrect |

132. (i) The Post Office normally refund the value of unused items of postage stamps or stationery or exchange them.

(ii) Articles addressed to deceased persons are never dealt with in the same manner as unclaimed articles.

(LGO Exam-2024 Punjab Circle)

- |                                |                                  |
|--------------------------------|----------------------------------|
| a. Only (i) is correct         | b. Only (ii) is correct          |
| c. Both (i) & (ii) are correct | d. Both (i) & (ii) are incorrect |

133. Post Office Guide Part-1 deals with: (LGO Exam-2024 Punjab Circle)  
a. Rules and regulations relating to Foreign Post b. List of Post Offices  
c. Post Office Savings Bank Schemes d. None of the above
134. Which of the following is correct? (LGO Exam-2024 Punjab Circle)  
a. The addressee of an article is not bound to pay the amount due on it to the Post Office if he does not want to take delivery of it.  
b. The addressee of an article is bound to pay the amount due on it to the Post Office even if he does not want to take delivery of it.  
c. Registered Letter should weigh more than 2 Kg  
d. None of the above
135. (i) If the Head of a Circle is satisfied that any article has been maliciously sent for the purpose of annoying the person to whom it is addressed, he may remit the amount of postage charged upon it.  
(ii) Superintendents of post offices and first Class Postmasters may remit the amount of postage in such cases if it does not exceed Rs. 10. (LGO Exam-2024 Punjab Circle)  
a. Only (i) is correct b. Only (ii) is correct  
c. Both (i) & (ii) are incorrect d. Both (i) & (ii) are correct
136. Section-I Clause-76 of Post Office Guide Part-Ideals with (LGO Exam-2024 Punjab Circle)  
a. Interception and place of redirection b. Period for which instructions valid  
c. Disposal of articles sent to RLO d. Obligations of sender to pay postal charges
137. Section-II Clause-100 of Post Office Guide Part-Ideals with: (LGO Exam-2024 Punjab Circle)  
a. Payment of Postage b. Limits of weight and size  
c. Unpaid and insufficiently paid letters d. Cinematograph Film
138. Recently the RLO of Rajasthan Circle has been merged with which RLO (LGO Exam-2024 Rajasthan Circle)  
a. Bhopal RLO b. Lucknow RLO  
c. Delhi RLO d. Chandigarh RLO
139. Which among the following is NOT included in Second Class Mail? (LGO Exam-2024 Rajasthan Circle)  
a. Registered Newspaper b. Blind Literature  
c. Letter & Post Cards d. Book Packets
140. Which of the following is correct?  
(I) A letter posted unpaid is charged on delivery with double the postage.  
(II) A letter posted insufficiently prepaid is charged on delivery with triple the amount of deficiency. (LGO Exam-2024 Rajasthan Circle)  
a. I only b. II only  
c. I & II both d. None of the above
141. Which of the following cannot be attached with a post card? (LGO Exam-2024 Rajasthan Circle)  
a. Stamps as postage.  
b. Envelope to cover the postcard.  
c. Engravings & illustrations on thin paper and completely adherent to the card.  
d. A gummed label completely adherent to the card and bearing name and address of the recipient.
142. Blind literature packets are NOT exempted from payment of following fees (LGO Exam-2024 Rajasthan Circle)  
a. Fee for acknowledgement b. Postage and Registration fee  
c. Airmail charges (If sent by air) d. Fee for attested copy of receipt
143. Which condition is NOT applicable for Registered Newspapers? (LGO Exam-2024 Rajasthan Circle)  
a. These should be published in numbers at intervals of not more than 31 days.  
b. Should not have advertisement.  
c. Should have abona fide list of subscribers.  
d. Consists wholly or in great part of political or other news
144. Which of the following cannot be sent by Post (LGO Exam-2024 Telangana Circle)  
a. Asafoetida / Dry fish with strong smell b. Human and Viscera  
c. All the above d. None of the above
145. Postage stamps can be sold by (LGO Exam-2024 Telangana Circle)  
a. Post offices b. Hospitals/Licensed vendors

- c. Any one d. Only a & b
- 146.** Articles addressed to.....can also be delivered through Postbox  
(LGO Exam-2024 Telangana Circle)
- a. Holder b. Family members/Guests  
c. Trainees and inmates of an Institution d. All the above
- 147.** On a Normal working day, generally, the services like booking of Registered/Insured articles, Value payable articles will be provided in Principal Post offices for (LGO Exam-2024 Telangana Circle)
- a. 6 to 7 hours b. 4 to 5 hours  
c. 3 to 5 hours d. Round the clock
- 148.** Registered newspapers and Packets of Registered Newspaper can be accepted at Press Sorting offices even on Sundays and Postal holidays (LGO Exam-2024 Telangana Circle)
- a. With prepayment of late fee b. Without prepayment of late fee  
c. But the late fee will be collected from the addressee d. None of the above
- 149.** Reproduction of Postage stamps are permitted in Philatelic publications but the colour of the same should (LGO Exam-2024 Telangana Circle)
- a. Only be in Red b. Only be in Blue  
c. Only be in Black d. None of the above
- 150.** Complaint relating to VP articles should be given within from the date of booking (LGO Exam-2024 Telangana Circle)
- a. 1 month b. 3 Months c. 12 Months d. Any time
- 151.** Money orders addressed to Minors (LGO Exam-2024 Telangana Circle)
- a. Can be paid to him if he is capable of understanding the transaction  
b. Can be paid only to natural / legal guardian  
c. Can be paid to him with proper witness even he is under tears of discretion  
d. None of the above
- 152.** The Postal Department is under administrative control of the- (LGO Exam-2024 Maharashtra Circle)
- a. PMG, New Delhi b. DPS, New Delhi  
c. DG Posts, New Delhi d. CPMG, New Delhi
- 153.** In Franking Machine, the impressions of frank should consist of which two dies? (LGO Exam-2024 Maharashtra Circle)
- a. Remark and Value b. Remark and Licence  
c. Value and Licence d. Remark and Post Office
- 154.** All articles superscribed "To be kept till called for To await arrival" are held to fall under the head (LGO Exam-2024 Maharashtra Circle)
- a. "Poste Restante" Articles b. "Unpaid Articles"  
c. "Value Payable Articles" d. Insured Articles
- 155.** The period of currency of IPO with second commission (LGO Exam-2024 Maharashtra Circle)
- a. Three calendar months from the last day of the month the IPO was issued  
b. Six months from the last day of the month the IPO as issued  
c. 24 months d. 36 months
- 156.** A value payable Postal article marked "Poste Restante" is kept in the post office for a period of (LGO Exam-2024 Maharashtra Circle)
- a. 15 Days b. 7 Days c. 1 Month d. 4 Days
- 157.** When a VP article is redirected, intimation should be served to (LGO Exam-2024 Maharashtra Circle)
- a. Office of Posting b. The addressee  
c. The sender d. The concerned RMS
- 158.** The abbreviation RLO is used for (LGO Exam-2024 Maharashtra Circle)
- a. Regional Letter Office b. Returned Letter Office  
c. Regional Legal Office d. None of the above
- 159.** Which articles should not be posted in letter Boxes (LGO Exam-2024 Maharashtra Circle)
- a. Letters b. Postcards  
c. Inland Letters d. Machine Franked Article
- 160.** License for Registered Newspaper is issued by (LGO Exam-2024 Maharashtra Circle)
- a. DG Posts b. Head of the Region



- c. Head of the Circle d. Head of the Division
161. As per PO Guide Part-1, a letter should not weight more than?  
(LGO Exam-2024 North-Eastern Circle)
- a. 100 grams b. 500 grams c. 1 kg d. 2kgs
162. A letter posted unpaid is charged on delivery with? (LGO Exam-2024 North-Eastern Circle)
- a. Postage applicable b. Double the postage  
c. Three times of the postage d. No charge
163. All frank impressions for the purpose of pre-payment of postage must be made as far as possible on the.....of the address side of the postal article itself. Fill the blank correctly  
(LGO Exam-2024 North-Eastern Circle)
- a. Left hand top corner b. Right hand top corner  
c. Left hand bottom corner d. Right hand bottom corner
164. Which of the following is not treated as First Class Mail?  
(LGO Exam-2024 North-Eastern Circle)
- a. Registered Newspapers b. Letters  
c. Post cards d. Letter cards
165. Which office is responsible for the final disposal of undelivered articles?  
(LGO Exam-2024 Uttarakhand Circle)
- a. Head Post Office b. Mail Office  
c. Postal Store Depot d. None of the above
166. Following two statements be read carefully and choose the correct option given below.  
Statement I: Post Box facilities are available in all Post Offices  
Statement II: Post Box facilities are available free of cost (LGO Exam-2024 Uttarakhand Circle)
- a. Both statements are correct b. Both statements are incorrect  
c. Statement I is incorrect and Statement II is correct  
d. Statement I is correct and Statement II is incorrect
167. Generally, stamps should be affixed at which place of the address side of an envelope  
(LGO Exam-2024 Uttarakhand Circle)
- a. Left hand top corner b. Right hand top corner  
c. Left hand bottom corner d. Right hand bottom corner
168. Every letter, packet or parcel has to be stamped with the date stamps of at least how many post offices?  
(LGO Exam-2024 Uttarakhand Circle)
- a. One b. Three  
c. Four d. None of the above
169. The working hours of Night Post Offices are generally fixed by which of the following authority?  
(LGO Exam-2024 Uttarakhand Circle)
- a. Head of the Division b. Head of the Region  
c. Head of the Circle d. None of the above
170. The Head Quarters of Rajasthan Postal Circle is located in which of the following city?  
(LGO Exam-2024 Uttarakhand Circle)
- a. Jodhpur b. Bikaner  
c. Ajmer d. None of the above
171. Machine franked articles can be posted at not more than.....offices specified by Sr.Suptd/Supdt of Post office in the license  
(LGO Exam-2024 Uttarpradesh Circle)
- a. One b. Two c. Three d. Five
172. Who will issue License to Franking Machine?  
(LGO Exam-2024 Uttarpradesh Circle)
- a. Sub Divisional Head (SDI) b. SSPOS/SPOs (Divisional Head)  
c. Chief Postmaster General (CPMG) d. Postmaster General (PMG)
173. What is the redirection fee for an Inland Registered Parcel and the original and the new address of the addressee is outside the area of delivery Post office  
(LGO Exam-2024 Uttarpradesh Circle)
- a. No fee is to be collected b. 25% of prepaid postage  
c. 50% of prepaid postage d. 75% of prepaid postage
174. A letter posted insufficiently prepaid is charged on delivery as follows  
(LGO Exam-2024 Uttarpradesh Circle)
- a. Single deficiency b. Not to be charged  
c. Double the amount of deficiency d. None of the above

175. In an article is refused, it will be kept in Post office for.....

(LGO Exam-2024 Uttarpradesh Circle)

- a. 7 days  
c. 30 days  
b. Return to sender immediately  
d. 3 months

176. A PostRestante Article (except Value-payable) is kept in the Post office to which it is addressed for a period not exceeding

(LGO Exam-2024 Uttarpradesh Circle)

- a. One month  
c. Seven days  
b. Fifteen days  
d. Three months

### ANSWER

1.	d	2.	c	3.	b	4.	b	5.	b
6.	a	7.	c	8.	c	9.	b	10.	c
11.	b	12.	c	13.	b	14.	b	15.	a
16.	b	17.	b	18.	b	19.	d	20.	c
21.	a	22.	d	23.	c	24.	b	25.	d
26.	a	27.	a	28.	c	29.	b	30.	b
31.	b	32.	d	33.	c	34.	a	35.	a
36.	b	37.	b	38.	b	39.	c	40.	b
41.	c	42.	a	43.	d	44.	d	45.	b
46.	b	47.	a	48.	c	49.	d	50.	c
51.	b	52.	c	53.	d	54.	c	55.	b
56.	d	57.	a	58.	d	59.	a	60.	c
61.	c	62.	b	63.	a	64.	d	65.	d
66.	a	67.	a	68.	b	69.	b	70.	c
71.	d	72.	d	73.	d	74.	b	75.	c
76.	b	77.	a	78.	a	79.	c	80.	c
81.	b	82.	b	83.	d	84.	a	85.	c
86.	c	87.	b	88.	c	89.	c	90.	c
91.	c	92.	a	93.	a	94.	c	95.	c
96.	b	97.	c	98.	c	99.	b	100.	b
101.	a	102.	a	103.	d	104.	c	105.	a
106.	d	107.	b	108.	a	109.	d	110.	c
111.	d	112.	b	113.	a	114.	a	115.	a
116.	a	117.	b	118.	a	119.	a	120.	c
121.	a	122.	d	123.	b	124.	c	125.	d
126.	a	127.	b	128.	d	129.	b	130.	a
131.	c	132.	d	133.	d	134.	a	135.	d
136.	d	137.	b	138.	b	139.	c	140.	a
141.	b	142.	c	143.	b	144.	d	145.	d
146.	d	147.	a	148.	b	149.	c	150.	c
151.	a	152.	c	153.	c	154.	a	155.	d
156.	b	157.	a	158.	b	159.	d	160.	d
161.	b	162.	b	163.	b	164.	a	165.	d
166.	b	167.	b	168.	d	169.	c	170.	d
171.	b	172.	b	173.	c	174.	c	175.	b
176.	a								