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**Krishna Shorthand Institute**

**कृष्णा आशुलिपिक संस्थान**

**(English Only)** By. A.V. Kushwaha

**(For Govt. Jobs, SSC (Group D & C), Supreme Court, High Court, District Courts, ASRB, CRPF, Railway, CBSC & all other departments requiring "English Stenographer/Personal Assistant/Private Secretary")**

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*If you are not  
upgrading, you are  
downgrading.*

**General Dictation: It covers all skill tests conducted by any Government Department or Court including any private institutions.**

**1**

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This report again was circulated to all State/Governments, Chambers of Commerce, Trade Associations, High Courts and many other bodies. At the same time, a Special Officer was appointed in the Department of Economic Affairs, Ministry of Finance, to examine the report, in the light of the views / received from the interested public and to submit proposals to Government for the revision of the present Act. The Bill/nw before the House is based largely on the RECOMMENDATIONS of the Company Law Committee modified in a few particulars. (400)



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Hon. Members will notice that so far as public relations go, the Bill has covered adequate ground. In a measure like the Companies Bill, however, which covers the entire field of the operation of joint stock companies, the limits of / consultation and discussion can never be EXHAUSTED, and I would like to inform hon. Members that although the Bill was / introduced in Parliament over seven months ago, our officers have been engaged throughout this period in further studies and informal / discussions with the interests concerned, and on occasions I have also PARTICIPATED in such discussions. I have also given some (500) further thought to some of the issues arising out of the Bill and I propose at the appropriate stage to / bring before the Select Committee any changes in the provisions of the Bill which seem to me to be WORTHY / of consideration in the light of this further examination. No hon. Members will have noticed that the Bill contains 6 / clauses and 12 SCHEDULES. I think it is probably one of the longest legislative measures in recent legislative history. But / its size might be regarded as misleading unless I make a few comments. The Bill is both, one must remember, (600) a CONSOLIDATING and amending measure. As mentioned in the Statement of Objects and Reasons, this is the first opportunity which / has OCCURRED since 1928 for the consolidation of the Companies Act. Advantage has been taken of / this opportunity to redraft several long and COMPLICATED sections in the present Act which have been SPLIT UP into a / large number of clauses. This is the largest single factor accountable for the increase in the number of clauses in / the Bill. New clauses EMBODYING SUBSTANTIAL changes in the present law would hardly constitute more than a small fraction of (700) the Bill.

I would also draw attention to the structural changes in the Bill to which a reference has been / made in the Statement of Objects and Reasons. The redraft of the Bill and the REARRANGEMENT of the existing chapters / in the Companies Act in a more LOGICAL order have, I think, resulted in a NOTICE-ABLE improvement in the form / of the Bill and I hope will FACILITATE better understanding and appreciation of the scheme. I wish that the Act / which came into effect long ago was implemented properly. I know that the Minister here is very EARNEST in implementing (800) it, but unfortunately his COLLEAGUES at the State level are disappointing him. Unfortunately, no steps have been taken for TRIMMING / or TONING UP the administration at the State level and at the district levels. They have to be taken immediately. (840 words)

(Increase your vocabulary:

Learn New and Important Words of the  
Matter)

Keep revising all new words learned.

### 5. SSC//Legal (General Matter)

1. **Recall:** (verb) to bring back to memory, remember  
याद करना

2. **Statement of Objects and Reasons:** (noun) an explanatory document outlining purposes and rationale of legislation, उद्देश्यों और कारणों का विवरण

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**Accuracy Note:** The "Statement of Objects and Reasons" explains the purpose, objectives, and justification of a legislative bill brought in Parliament, outlining why it is needed and what it aims to achieve.

3. **Summarized:** (verb) (past tense) to give a brief statement of the main points संक्षेपित किया

4. **Recapitulate:** (verb) to summarize or repeat the main points पुनः संक्षेप में बताना



5. **Occasion:** (noun) a particular time or instance  
अवसर

6. **Initiate:** (verb) to begin, start, or introduce प्रारंभ  
करना

7. **Enquiry/Inquiry:** (noun) (in Indian context, both spellings are acceptable) an official investigation or examination जाँच.



**Accuracy Note:** Enquiry is used for general enquiry while inquiry is used for criminal inquiry.

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**Enquire** *Kushwaha and team.*  
to ask a question (mainly British usage)

**VS**

**Inquire**  
to investigate



8. **Distinguished:** (adjective) eminent, notable, respected प्रतिष्ठित

9. **Tentative:** (adjective) provisional, not certain or fixed अस्थायी

10. **Emerged:** (verb) (past tense) came forth, became apparent उभरा

11. **Comprehensive:** (adjective) complete, including all aspects व्यापक

12. **Memorandum:** (noun) a written message or report ज्ञापन

13. **Recommendations:** (noun) suggestions or proposals for consideration सिफारिशें

14. **Exhausted:** (adjective) completely used up, thoroughly explored समाप्त

15. **Throughout:** (preposition) from beginning to end पूरे समय में

16. **Participated:** (verb) (past tense) took part or became involved भाग लिया

17. **Worthy:** (adjective) deserving of, suitable योग्य

18. **Schedules:** (noun) appendices or annexures to a legal document अनुसूचियाँ

19. **Consolidating:** (verb) combining into one समेकित करना

20. **Occurred:** (verb) (past tense) happened, took place घटित हुआ

21. **Complicated:** (adjective) complex, difficult to understand जटिल

22. **Split up:** (verb) to divide into parts विभाजित करना

23. **Embodying:** (verb) incorporating, including समाहित करना

24. **Substantial:** (adjective) considerable, significant पर्याप्त

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25. **Rearrangement:** (noun) reorganization पुनर्व्यवस्था

26. **Logical:** (adjective) reasonable, systematic तार्किक

27. **Noticeable:** (adjective) evident, observable ध्यान देने योग्य

28. **Facilitate:** (verb) to make easier सुगम बनाना

29. **Implemented:** (verb) (past tense) put into effect कार्यान्वित किया

30. **Earnest:** (adjective) serious and sincere गंभीर

31. **Colleagues:** (noun) associates, coworkers सहकर्मी

32. **Trimming:** (verb) cutting down, reducing काट-छाँट

33. **Toning up:** (verb phrase) improving, strengthening  
सुधार करना

## Accuracy Builder Analysis:

1. Capitalized words dictated in the passage along with the reasons for their capitalization:

1. **Sir/hon.** Members/Hon. Members - Formal titles showing respect in parliamentary proceedings
2. **Bill** - Refers specifically to the Companies Bill under discussion
3. **House** - Refers to Parliament/House of the People (formal institution)



4. **Statement of Objects and Reasons** - Official title of a formal legislative document
5. **Government of India** - Official name of the national government
6. **Chambers of Commerce** - Proper noun for official business organizations
7. **Chairmanship** - Formal position title
8. **Companies Act** - Official name of legislation
9. **Trade Associations** - Formal organizations
10. **State Governments** - Official administrative bodies
11. **High Courts** - Official judicial institutions
12. **Special Officer** - Formal designation/position

13. **Department of Economic Affairs** - Official department name
14. **Ministry of Finance** - Official ministry name
15. **Act** - Refers specifically to the Companies Act (proper noun)
16. **Company Law Committee/Select Committee** - Official committee names
17. **Schedules** - Formal parts of legislation

**2. Comma applied in few places in the passage and reasons for using comma:**

### **1. Lists/Series**

**Example:** "Chambers of Commerce, trade associations, High Courts and many other bodies"

**Purpose:** Separates multiple items in a list for clear understanding

**When to use:** Three or more items in sequence

## 2. **Introductory Elements**

**Example:** "Now, Sir, hon. Members will recall..."

**Purpose:** Shows natural pause after opening words

**When to use:** Beginning phrases, transitional words

## 3. **Coordinate Adjectives**

**Example:** "long and complicated sections"

**Purpose:** Separates equal-weight descriptive words

**When to use:** When adjectives can be reversed or joined by "and"

## 4. **Compound Sentences**

**Example:** "Their recommendations were examined, and departmental views emerged"

**Purpose:** Joins two complete sentences

**When to use:** When connecting independent clauses with conjunctions (and, but, or)

## 5. **Non-essential Information**

**Example:** "The Bill, which covers the entire field, contains..."

**Purpose:** Sets off extra information

**When to use:** For information that could be removed without changing main meaning

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## 6. **Dates and Numbers**

**Example:** "2nd September, 1953"

**Purpose:** Standard formatting

**When to use:** In dates, addresses, large numbers

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## 7. **Contrasting Elements**

**Example:** "both consolidating, and amending measure"

**Purpose:** Separates opposing ideas

**When to use:** When showing contrast or comparison