



अधिकृतस्तर
तह ६

विषय	अङ्क	प्रश्न	पूर्णाङ्क	उत्तीर्णाङ्क	समय
प्रथम पत्र अर्थ र वित्त तथा व्यवस्थापन र प्रशासन (Economy & Finance, Management & Administration)					
प्रथमपत्रको प्रत्येक खण्डबाट १० पूर्णाङ्कको ६ ६ प्रश्न सोधने छन् सो मध्ये ५ ५ प्रश्नको उत्तर दिनु पर्नेछ ।					
खण्ड "क"					
अर्थ र वित्त	१०	५	५०		
खण्ड "ख"					
व्यवस्थापन र प्रशासन	१०	५	५०	४०	३ घण्टा
			१००		
द्वितीय पत्र बीमा र लेखा तथा सम्बन्धित कानुनी व्यवस्था र समस्या समाधान (Insurance & Account, Related Legal Provision & Case Study)					
खण्ड "क" मा ७ प्रश्नमध्ये ६ प्रश्नको र खण्ड "ख" मा ४ प्रश्नमध्ये ३ प्रश्नको उत्तर दिनु पर्नेछ । समस्या समाधान अनिवार्य गर्नु पर्नेछ ।					
विषय	अङ्क	प्रश्न	पूर्णाङ्क	उत्तीर्णाङ्क	समय
खण्ड "क"					
बीमा र लेखा	१०	६	६०		
खण्ड "ख"					
सम्बन्धित कानुनी व्यवस्था	१०	२	२०		
समास्या समाधान	१	१	२०	४०	३ घण्टा
			१००		



राष्ट्रिय बीमा संस्थान
प्रथमपत्र
अधिकृतस्तर ६

आन्तरिक तथा खुलातर्फ लिखित परीक्षाको लागि पाठ्यक्रम

१. प्रथम पत्र

(क) खण्ड "क"

अर्थ र वित्त (Economy & Finance)

- ⇒ National income
Concept, different methods of measuring National Products
- ⇒ Fiscal policy - Concept, objectives, tools, types, importance, structure of government revenue and pattern of expenditure, current tax structure and issues; Government budgetary management- revenue, foreign aids, domestic debt
- ⇒ Monetary policy - Concept, objectives, tools, role in financial and monetary stability, problems and challenges
- ⇒ National planning - Concept, importance and rationale of planning, nature of development planning, planning process, problems and challenges of planning implementation, Nepal's periodical planning and poverty alleviation
- ⇒ Financial system - Central Bank, Commercial banks, Development banks, Finance companies, other financial institutions; financial intermediation, role and responsibilities of financial institutions
- ⇒ Financial markets - Concept, importance, functions of financial markets, capital market, money market, prospects and issues of financial market in Nepal
- ⇒ Business finance - Concept, scope and importance of business finance, capital budgeting, cost of capital, portfolio analysis, financial statement and their analysis
- ⇒ International Organization:
IMF, World Bank, ADB, WTO



(ख) प्रथम पत्र खण्ड "ख"

व्यवस्थापन र प्रशासन (Management & Administration)

- ⇒ Management - Concept, characteristics and principles, scope of Management, theories of Management, function of Management, leadership, organization culture and group dynamics, motivation, communication
- ⇒ Emerging concepts of Management - Participative Management, Strategic Management, Time Management, Conflict Management, Change Management, Value based Management;; Organization Development (OD), Organization reengineering, Stress Management, Delegation of authority, Team work and Quality Management
- ⇒ Human Resource Management - Concept and objectives of HRM, Human Resource Management versus Personnel Management, contemporary challenges of HRM, Human resource Management Planning and development; HRM Process - planning, recruitment, selection, training & development, socialization, performance management, promotion, transfer, demotion & separations; Job analysis and Manpower forecasting, compensation management
- ⇒ Marketing Management -Meaning, importance and approaches of marketing, market research and buyer behavior, Concept and Importance of service marketing, Marketing mix, market segmentation and strategies in Insurance Business
- ⇒ Corporate Governance - Objectives and challenges, ethics and corporate social responsibility
- ⇒ Management of insurance company and its problems
- ⇒ Meaning & principle of Administration, distinction between Administration and Personnel Management
- ⇒ Administrative Management and its role on good corporate governance
- ⇒ Principle of transparency and accountability
- ⇒ Discretionary Power
- ⇒ Management Information system



२. द्वितीय पत्र

(क) खण्ड "क"

बीमा र लेखा (Insurance & Accounting)

- ⇒ Historical background of insurance in Nepal
- ⇒ Role and importance of Insurance in the economic development
- ⇒ Principles of Life and Non-life Insurance
- ⇒ Risks - Meaning, types and method of handling risks
- ⇒ Premature Death and its financial impact on different types of families
- ⇒ Procedures of effecting insurance
- ⇒ Process of Surrender
- ⇒ Agent and Brokers
- ⇒ Insurance contract
- ⇒ Fraud of Insurance and remedy
- ⇒ Reinsurance: need, principles and practices
- ⇒ Insurance Board - function, duties and power
- ⇒ Inter-relation between Banking and Insurance
- ⇒ Inter-relation between Insurance and Economic activities
- ⇒ Rastriya Beema Sansthan - Objectives, functions and importance
- ⇒ Insurance - New trends, problems, and prospects, issues and challenges
- ⇒ Accounting - Historical development, concept, types, importance
- ⇒ Accounting system in Nepal
- ⇒ Trail balance, Profit and Loss Account, Balance Sheet, Cash flow and fund flow statement, Reconciliation Statement
- ⇒ Auditing - Internal check, Internal control and internal audit, role of external audit
- ⇒ Insurance account - Commission and Discount, Reinsurance Accounting, feature of General Account and Insurance Account, claim and settlement



(ख) द्वितीय पत्र खण्ड "ख"

सम्बन्धित कानूनी व्यवस्था (Related Legal Provision)

- ⇒ नेपालको संवैधानिक विकास
- ⇒ नेपालको वर्तमान संविधान
- ⇒ कार्यपालिका, न्यायपालिका, व्यवस्थापिका
- ⇒ संवैधानिक अङ्गहरू : अख्तियार दुरुपयोग अनुसन्धान आयोग, लोक सेवा आयोग, महालेखा परीक्षक, निर्वाचन आयोग, महान्यायाधिवक्ता, राष्ट्रिय मानव अधिकार आयोग आदि
- ⇒ राष्ट्रिय बीमा संस्थान ऐन, २०२५
- ⇒ बीमा ऐन, २०४९
- ⇒ कम्पनी ऐन, २०६३
- ⇒ करार ऐन, २०५६
- ⇒ आयकर ऐन, २०५८
- ⇒ मूल्य अभिवृद्धि कर ऐन, २०५२
- ⇒ भ्रष्टाचार निवारण ऐन, २०५९
- ⇒ लेखापरीक्षण ऐन, २०४८
- ⇒ ट्रेड युनियन ऐन, २०४९

समस्या र समाधान (Problem and Solution)

नेपालको बीमा व्यवसाय तथा व्यवस्थापनसँग सम्बन्धित समस्याहरू दिइने छन् । सो समस्याको विश्लेषण गरी समसामयिक, तर्कसंगत एवं मौलिक समाधान दिनु पर्नेछ ।