

Roll No. ....

Total No. of Pages : 3

**1(CCEM)0**

**Public Administration**

**(21)**

**Paper—I**

Time : Three Hours]

[Maximum Marks : 300

- Note :—**
- (i) Answers must be written in English.
  - (ii) Number of marks related to each question are indicated at the end of the question.
  - (iii) Part/Parts of the same question must be answered together and should not be interposed between answers to other questions.
  - (iv) The answer to each question or Part thereof should begin on a fresh page.
  - (v) Your answers should be precise and coherent.
  - (vi) Attempt **all** the questions as per instructions given.
  - (vii) If you encounter any typographical error, please read it as it appears in the text-book.

**SECTION—A**

**Note :—** Answer any **four** with question No.1 being compulsory (Each answer in 300 words) :

1. Write short notes on any **two** of the following :
  - (a) "Policy and Administration are the Siamese twins of Politics". Discuss. 12½+12½=25
  - (b) Principles of organization.
  - (c) Theory of Departmentalisation.
  - (d) Human needs.
2. Examine the meaning, nature and scope of Public Administration. Analyse its role in developing societies. 25

3. Bring out the importance of Behavioural approach. 25
4. Define Leadership and explain the qualities of a true leader. 25
5. What is communications ? Explain how communications play a major role in public administration. 25
6. "The Hawthorne experiments demand the need to consider organisations as living structures". Discuss. 25
7. "The contribution of Gullick and Urwick have outlived their utility". Comment. 25
8. Critically analyse Maslow's theory of motivation. 25
9. Discuss the importance of Headquarters and Field relationship in administration. 25
10. Trace the evolution of New Public Administration. 25

#### SECTION-B

11. Answer any **two** of the following (Each answer in 250 words) :
  - (a) "A sound recruitment policy is the corner-stone of Personnel Administration". Elucidate.
  - (b) Discuss how the budget is executed and reviewed.
  - (c) "Judicial control over administration operates through a system of writs". Explain.
  - (d) "Organisation and Management (O&M) are the two sides of same coin". Discuss. 20+20=40
12. Answer any **two** of the following (Each answer in 250 words) :
  - (a) "Budget is an instrument of administrative efficiency and control". Examine.
  - (b) Generalists Vs Specialists controversy in administration.
  - (c) Importance of Administrative Tribunals.
  - (d) Need for Administrative Reforms. 20+20=40

13. Answer any **two** of the following (Each answer in 100 words) :
  - (a) Explain the instruments of Development administration.
  - (b) Comparative administration.
  - (c) Sala model of Riggs.
  - (d) Importance of Public Policy. 10+10=20

#### SECTION-C

14. Answer any **two** of the following (Each answer in 150 words) :
  - (a) Concepts of administrative development.
  - (b) Process of policy formulation.
  - (c) Importance of administrative law.
  - (d) Need for separation of accounts from audit. 15+15=30
15. Answer any **two** of the following (Each answer in 150 words) :
  - (a) Neutrality and Anonymity
  - (b) Lokpal
  - (c) Red Tapism
  - (d) Committed Bureaucracy. 15+15=30
16. Answer any **two** of the following (Each answer in 250 words) :
  - (a) Define co-ordination. Explain the various methods of securing co-ordination.
  - (b) Comment on the role of Institution Building in Development Administration.
  - (c) "Decentralisation has a more important justification than mere administrative efficiency". Explain. 20+20=40