

Q Highlight the responsibilities of civil servants in the light of Islamic teachings. (40)

Highlight the concept of public Administration in Islam. Explain the responsibilities of Civil servants. 2016

Introduction

In Islam public administration is regarded as a sacred trust (Amanah) and a duty to manage the affairs of people with justice and honesty. The Quran and Sunnah guide that rulers and officials are servants of the people, and their main responsibility is to ensure peace, justice and welfare in society. Public administration in Islam is not only about managing offices or resources but about protecting rights, removing injustice, and promoting collective good. Since Islam emphasizes accountability, civil servants are answerable not only to the state but also to Allah for their actions.

Islamic Administration and Management

1. Arabic Equivalent and Literal Meaning

Arabic word: Tadbeer or Yadabbar

Literat Meaning.

- Giving instruction
- Managing implementation
- Administering and arranging
- Navigating and building business matters
- Planning and organising affairs.

Terminological Meaning:

According to Muhammad Affandi Hassan:

Islamic administration is a universal and holistic system based on Tawheed (Oneness of Allah)

It fulfills two main functions.

Meeting the needs
of humankind

seeking the
pleasure of
Allah Maradāillah

Humans, as servants and caliphs of Allah, are responsible for managing affairs with justice and wisdom.

Elements of Administration/Management in Islam.

Dr. al-Buraey says Islamic administration involves a well coordinated process having these seven elements:

- (i) Intention
- (ii) planning
- (iii) Organizing
- (iv) Implementing
- (v) Monitoring
- (vi) controlling
- (vii) Evaluation

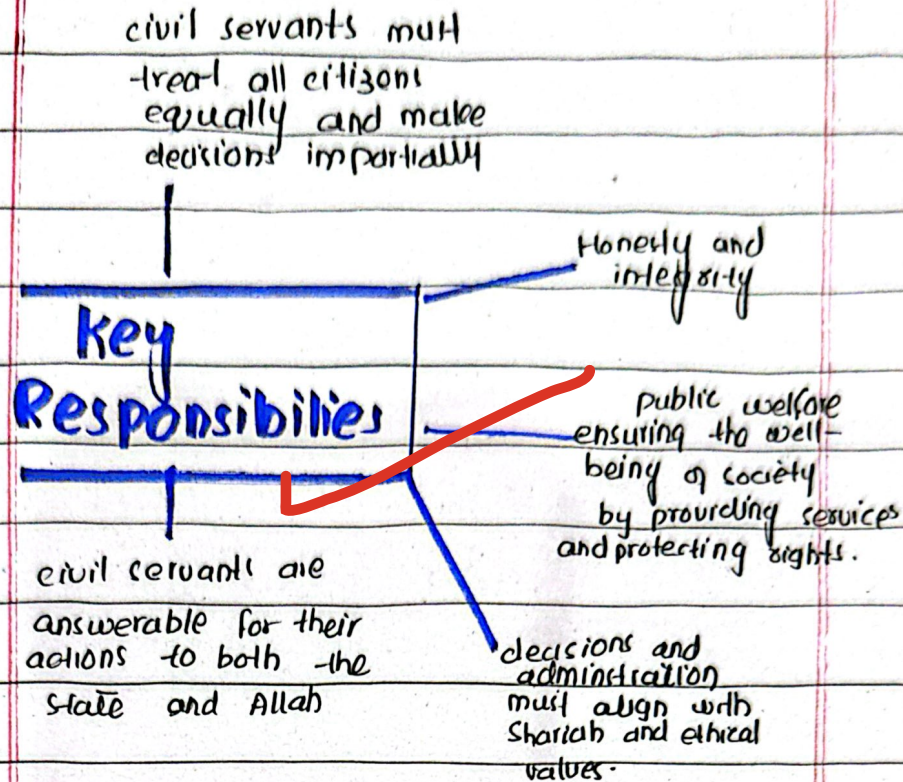
Philosophy of Islamic Administration

The philosophy of Islamic administration is based on the belief in Tawheed (Oneness of Allah) where all authority belongs to Allah and humans act as His

Servants and vicegerents (Khalifah)
 where all authority belongs to Allah
 and humans act as
 on earth. Islamic administration
 emphasizes justice, accountability, and
 public welfare, ensuring that leaders
 serve the needs of society while
 remaining responsible to Allah. It is
 guided by the principle of Shura
 (consultation) promoting collective decision-
 making, cooperation and transparency.

Concept of civil servants in Islam

In Islam, civil servants are trustees
 of public authority and act as
 vicegerents of Allah (Khalifah) on earth.
 They are responsible for managing public
 affairs, implementing laws and serving
 the welfare of society. Their role carries
 both administrative and moral responsibilities,
 as they are accountable to Allah
 and the people.



Responsibilities of Civil Servants

Civil Servants must ensure Justice in all their decisions

civil servants are responsible for
-treating all citizens fairly and making
decisions without bias or favoritism.
Justice is a core principle of Islamic
governance, and every action must
uphold equality and fairness.

Indeed, Allah commands you to
render trusts to whom they
are due and when you judge
between people to judge
with justice. (Surah An-Nisa 4:58)

Civil Servants must act honestly and avoid corruption

Honesty and integrity are essential for civil servants. They must avoid misusing public resources, accepting bribes or deceiving the people. Their action should reflect transparency and trustworthiness.

Do not consume one another's wealth
unjustly and do not bribe the
authorities to wrongfully take
wealth (Surah Al-Baqarah 2:188)

Civil Servant must work for the welfare of the people

A key responsibility of civil

Servants is to serve society and ensure the well-being of citizens. This includes providing basic service, protecting rights and supporting the poor and vulnerable.

" And cooperate in righteousness and piety, and also do not cooperate in sin and aggression
Surah Al-Maidah 5:2)

Civil Servants must be accountable for their actions

Civil servants are accountable not only to the state and the public but also to Allah. They must perform their duties responsibly, knowing that they will be judged for their actions in this world and the Hereafter.

"And each person will be recompensed according to what they earned (Surah Al-Jathir

try to add the arabic of quranic ayats. (45:22)

Civil Servants must uphold moral and ethical values in administration

Civil servants are expected to implement policies and manage affairs in accordance with Shariah principles, maintaining ethical conduct in all dealings. Their leadership should reflect honesty, humility and service to the people.

"Indeed I am placing a vicegerent (khalifah) on earth." (Surah Al Baqarah (2:30))

add more arguments.

a 20 marks answer should have around 15 arguments.

Conclusion.