

Public Administration

Part 1

- 1 B
- 2 A
- 3 A
- 4 A
- 5 C
- 6 A
- 7 A
- 8 C
- 9 B
- 10 B
- 11 A
- 12 B
- 13 D
- 14 C
- 15 A
- 16 A
- 17 B
- 18 A

19

A

20

A

Part II

Q no 2

Nature of Public Administration

Public Administration is a system of government ensured for the service of people.

Public Administration is a tool through which government provide facilitation and services to the citizen.

Scope of Public Administration

Public Administration

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 Garbage disp
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 Taxation
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- has a wide scope of duties from
- 1) Garbage disposal to city Administration
 - 2) trade and commerce activities
 - 3) foreign policy making to foreign representation
 - 4) Administration of development project in the ~~country~~ district, tehsile and divisions
 - 5) market price control
 - 6) law and order situation in the area
 - 7) Taxation and revenue generation
 - 8) management of federal ministries

Difference from Private sector

- 1) Public administration is to serve not to steer
- 2) It has administration - citizen relation not administration - client relation
- 3) Public administration should focus on facilitating public not revenue generation

④ Public administration works on the principle of "effective and uniform services" while private administration works on "the best service to those who can afford"

⑤ Traditional public administration has a hierarchy and chain of command while private administration is operating under entrepreneurial administration

Strength of Public Machinery in Pakistan

1- effective government policy:

Public Machinery

effective in Pakistan ensure effective government policy implication through proper hierarchy and chain of command

2- Cost effective administration:

Public

machinery in Pakistan, as Pakistan has limited resource, ensure cost effective policy and administration.

3. Tall structure of organisation:

Public machinery in Pakistan generally have tall structure this ensure effective control over the organisation

4. Public check, through politician, ensured over the machinery ministry:

In Pakistan politician is the policy head of the ministry while secretary is the administrative head. This ensures that no policy of ministry is against public interest

Weakness of Public Machinery

Administration - Politician cooperation is lacked:

Though policy making ensured by politician maintain public check but it results in policy making by individuals not necessarily aware of ground realities of Administration

Generalised over specialised approach.

Public A. Machinery in Pakistan focus on generalised approach with multiple conducted from one office or one individual fit to service in multiple department.

lack innovation

Public Machinery

in Pakistan lack innovative approach
and merely focus on poverty implication

chained with financial constraints
sometimes public interests are compromised

Pakistan being
a developing country often faces
economic challenges. Public machinery
sometimes ignores best service
dilery over financial gains

Q no 3

Scientific School of Administration

Taylor was a ~~mechanical~~ mechanical engineer who tried to incorporate scientific principle into Public Administration.

Postulate of Scientific School

- 1) Role of worker and manager clearly defined to avoid conflict.
- 2) Constant check over the worker's performance.
- 3) Cost benefit analysis for the policies / administrative step.
- 4) Specialized work force.

Implications

Scientific school aimed

at increasing productivity and efficiency of the Public machinery.

To provide better service to public public machinery need to be effective

Benefits of P. Scientific school of Administration

Lack of conflicts:

Due to well defined role of staff chances of conflict was significantly reduced

Effect policy implication:

Scientific school resulted in effective policy implication due to check and balance of administration

Quality of service increased:

Quality of

service offered increased due to specialized work force and greater productivity.

Weakness of Scientific School of Administration

Inhumane approach:

This approach was regarded as inhumane as it considered humans with machineries and tried to implement mechanical procedures.

Lack of morale:

Constant surveillance and check decreases moral of the employees and make them less motivate to work

Reduced discretion of employee:

As roles were clearly defined this reduced discretion of employee and personal opinion were discouraged

Innovation curbed:

Scientific Approach discourages innovation and creativity problem solving and prefer effective policy implication and administration

Scientific Approach as instrument of good governance in Pakistan

Scientific Approach could serve as instrument for good governance in Pakistan if applied appropriately

1) A number of issue in Pakistan's

public administration arise due to interpersonal conflict and departmental conflict. Scientific Approach could solve this issue

2) Performance of Public sector employees could be monitored and could be encouraged to work hard

3) Effective government policies could be ensured which would result in public welfare

Qno 5

Political Administration Dichotomy

This term is referred to the conflict of interest between Administration and Political head. They both have different function, responsibility and motive that might not coincide with each other. Similarly overstepping in other's affair either by administration or political head could result in conflict. Similarly political could lack necessary information about the ministry.

Role and function of Political leadership

Public representation

Political is there to protect public interest and provide

public representation.

Policy formation:

Primary role of political leadership is formulate policies in wider public interest. "How" of the policy are concerns of administration

Ensure support in election =

one motive of political leadership is also to gather support in following election. Political leadership could be inclined to disregard long term policies in hope of policy could gather support in next election

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Roles and functions of Administrative leadership:

Administer policies:

Primary role of Administrative leadership is to ensure proper implication of policies.

Day to Day tasks of the ministry:

Administrative leadership regulates day to day functioning of the ministry

Bureaucratic procedure

Administrative leadership well versed in bureaucratic procedures and administration are there to guide and instruct Bureaucratic management regarding the How of the policy

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Reconcile conflict between political
and Administrative leadership

Interaction approach

Since political
head could sometime lack necessary
knowledge about the subject matter.
Hence combined effort from political
and administrative leadership could
be advantageous

Due respect of their defined role

Political
head is the head of policy of a
ministry while secretary is the head
of Administration. Giving due respect
to their roles and avoid overstepping
could greatly reduce conflict

Undue political pressure:

Undue political pressure by the political head could exacerbate the conflict between political and administrative leadership.

Public welfare as primary goal:

Primary goal of both leadership is public wellbeing if primary goal is preferred by both leadership then conflict could be mitigated

Q no 7

Structural changes towards
civil service to transition from
ruling elite to serving civil
servant

Introduction

Civil service of Pakistan
plays crucial role in federal
administrative procedure. It is
some time accused of being group
of ruling elites rather than
being serving civil servants. Structural
and policy changes could be ensured
to tackle this issue from delayering
KPI indicators, devolution of power
specialized bureaucracy etc

Delayering:

Bea Bureaucracy in Pakistan follows tall organisation structure. To ensure quick communication delayering could be introduced. This would transform the organisational structure from tall to wide organisation.

Devolution of power

To prevent missuse of power and corruption, power could be diluted and handed over to different branches. As done by Musharraf with introduction of DLO office.

Multilateral performance review

Multilateral performance review could be introduced

so that junior officers could raise their grievance ~~on~~. This will provide additional check and stop misuse of power

Promotion based on goal accomplished.

Discussed goals could be established beforehand and performance based on accomplishment of these goals could ensured. Like KPIs ensures calculate performance of the officers.

Specialised bureaucracy:

Bureaucracy could be specialised. To become part of commerce and trade group paper of accounting and audit need to be cleared. OR specialised training of the officers for his field

Entrepreneurial communication

Instead of strong adherence to the hierarchy and chain of command entrepreneurial communication should be encouraged. This would introduce innovation.

Conclusion

Structural reform are necessary to enhance performance of civil service and cultivate greater public interest. ~~With~~ With rise of new businesses entrepreneurial practices are being introduced in public machinery for effective delivery and innovation. Specialised bureaucracy KPI measured and delays are common practices gaining significance in western countries. If these are incorporated civil setup in Pakistan could be transformed