

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

mcqs are not checked like this
only online are accepted

Part II

Q no 2

give a formal intro at the start

Nature of Public Administration

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

this is not appropriate intro

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

Scope of Public Administration

Public Administration

has a wide
 Garbage dsp
 trade and
 foreign po
 representat
 Administrat
 in the ex
 market
 law and
 Taxation
 mana

Dif

1) Pu

2)

3)

- 6x
- 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

there is hierarchy and chain of command already

proper hierarchy and chain of command

2- Cost effective administration:

Public

3

:out

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 Administration 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

there is no formal intro and conclusion of the question
there are no references of the syllabus and ans is very generic and bland
not satisfactory with the content of the answer
need improvement in presentation
there are not flow charts and tables
7/20

Q no 3

Scientific School of Administration

taylor who?? write complete names

Taylor was a ~~mechinal~~ 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 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 ~~machines~~
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 ✓

answer and content is too short
explanation is very less and similar issues
a very basic bland answer

7/20

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

30

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

: 5

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

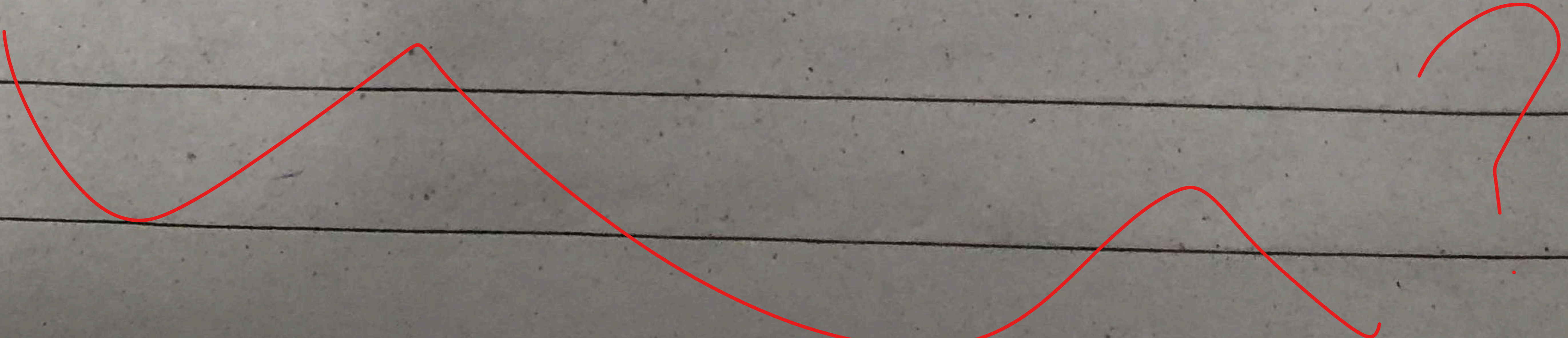
6/20

Q no 7

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

Introduction

Civil service of Pakistan
plays a 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 reforms are necessary to enhance performance of civil service and cultivate greater public interest. 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