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17101-5858822-5
Public Administration - Mock-NOA.

①

MCQs

- (1) Systematic
- (2) ELNEC
- (3) An assumption of theory X
- (4) Activities of an organization with the assigned objectives
- (5) All of these
- (6) The process through which it has to go
- (7) Who reveals bad things about his department to the public
- (8) Awarding job to political supporters.
- (9) Self-actualization needs
- (10) Woodrow Wilson
- (11) inputs and outputs
- (12) It fails to account for the variable of uniquely human ^{as genius and} qualities such
- (13) Charismatic, traditional, legal/rational
- (14) improve organizational efficiency and production
- (15) the focus or "what" of Public Administration
- (16) the emphasis on efficiency
- (17) Max-Weber
- (18) All of these
- (19) Scientific management.
- (20) Islamabad

mcqs are not checked like this

②

- Nature and scope of Public Administration.
- Difference between Public and Private Administration
- Strengths & weakness of public machinery

Outline.

- 1- Introduction
- 2- Definition
- 3- Nature and scope of Public Administration
- 4- Difference between Public and Private Administration.
- 5- Strength and Weakness of Public Machinery.
- 6- Conclusion.

1- Introduction:-

Public Administration is the management of affairs. It is a collective cooperative efforts. The concept is as old as human civilization. When the people in ancient time cooperate with each other to build the Egyptian pyramids, Public Administration started. The scope of this concept was narrower after world war-I. Its need was badly needed at that time. Besides, from time to time its scope become wider due to increasing activities of modern administrators.

Definition:-

L.D White:-

The coordination of

collective efforts to implement public policy is called Public Administration.

Rosenbloom:

It is the use of managerial, political and judicial activities and process to fulfill executive, legislative and judicial mandate for the provision of government service and regulatory functions.

Gladden:

Public Administration is the administration of government.

Nature and scope of Public Administration.

There are two aspects of Public Administration. It includes Managerial view and subject matter view.

Managerial view:

The first concept of POSDCORB view is established by Luther Gullick.

- i. Planning → To assess the course of action of organization
- ii. Organization → An important concept consist of men and materials

(iii) Staffing :- Every organization needs staff to run it.

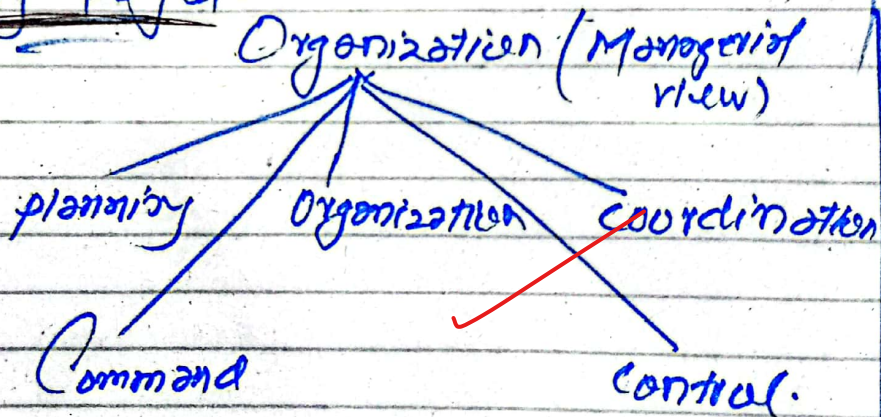
(iv) Direction :- Another important command of organization.

(v) Coordination :- There should be proper coordination in the organization.

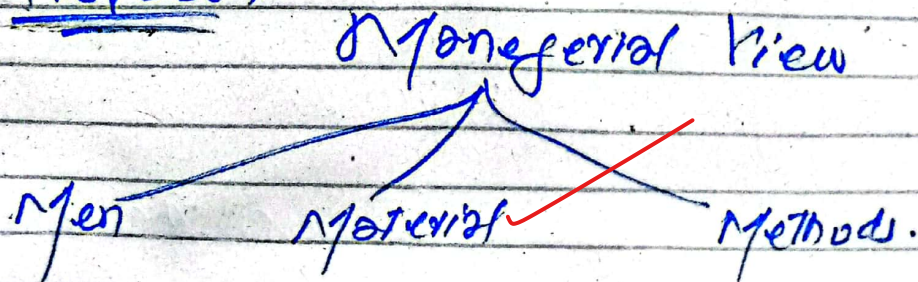
(vi) Reporting :- Every goal and procedure must be drafted as a report.

(vii) Budgeting :- It is the ~~step~~ in the flesh of organization.

Henry Fayol.



Macrueen.



Difference: Managerial view

Theoretical perspective

practical perspective.

Subject matter view:-

The practical view of organization is subject matter view. Managerial view was not able to complete all tasks. For instance, Health, Education, Science and technology, law and order etc. ~~are~~ can be performed by subject matter view.

Reconciliation of Managerial view and Subject matter view:-

According to Lewis Merian Managerial and subject matter view are like scissor. Both are important for each other.

* Difference between Public and Private Administration.

The following differences are given below.

Public Administration

- (i) work according to the constitution.
- (ii) Sovereign Bureaucratic control of resources.
- (iii) Public Administration is dealing for public interest.
- (iv) there is more political interference.
- (v) It treats public as cases.
- (vi) Its motive to serve public.
- (vii) It is more comprehensive and wider because of dealing with all citizens.
- (viii) It has low efficiency.
- (ix) More job security.
- (x) Budget approves from legislation.

Private Administration

- (i) work according to business law and practice.
- (ii) Control of resources by higher command.
- (iii) It is dealing for private interest.
- (iv) NO political involvement.
- (v) It treats public as customers.
- (vi) Its motive is to earn profit.
- (vii) It deals with limited citizens.
- (viii) Its has more efficiency.
- (ix) Less job security.
- (x) Budget is approved from high command.

Strengths	Weakness
(i) It has more stability in public machinery.	(i) NO space for public participation
(ii) It covers all the citizens	(ii) No more autocratic control.
(iii) It has also constitutional guarantee.	(iii) Less views of public opinion in it.
(iv) This is more sovereign as compare to other organizations	(iv) More focus on rules and not basic goals
(v) Adopting Rational Approach.	(v) Mechanistic in nature.
(vi) More formal to achieve goal.	(vi) To follow commands only.
(vii) Goal oriented.	(vii) No two way communication.

answer is satisfactory there is no need to write the outline of the question
ans is satisfactory write a bit neatly and work on presentation skills 10/20 rest if ok

Conclusion:-

To conclude, it can be stated that Public Administration is extremely important for today's modern world. It has a wider nature and scope. It also comprises of similarities and difference, strengths and weaknesses in public policy.

③ Scientific School of thought - Instruments for Good Governance in Pakistan

Introduction:-

Scientific management theory has evolved the public administration in earlier stages. The theory has given by F.W Taylor, Mechanical Engineer in Chicago. He was working as a consultant. He wrote different books in which he explained about the theory of scientific management.

His Works:-

He wrote a voluminous book "The scientific management principle" in 1911 in USA. It proved a foundation of industrial organization for 20th century.

Definition:

A rational approach to manage organizational resources in a systematic and objective manner.

It seeks the "one best way" of accomplishing the given tasks.

One best way

Efficient

fastest

less fatiguing.

An approach called "Time and motion studies" based on carefully defined laws, rules and principles. ~~Their~~ ~~are~~
the example of Type-writer and labor job.

White on Scientific Management:

The objective of public Administration is the most efficient utilization of resources at the disposal of official and employees.

Luther Gulick:

In the science of administration where public and private, the basic goal is efficiency.

Critical Analysis-

- i- Taylorism considers worker as appendage to machine.
- ii- Scientific Approach turns worker into highly formed machine.
- iii He expresses organizations as high mechanical, formal and rigid.
- (iv) He gives a rigid theory of one best way.
- (v) There is low autonomy, no creativeness and follow one way of work.

(vi) It is highly unilateral and autocratic approach. ✓

(vii) Monotony of work specialization ✓

(ix) It also considers man is a mean to an end. ✓

L. E. Moore :-

In 1946, he wrote a book "Industrial relations and social order."

The approach ignored social and human factors of an organization.

(x) There is also rationality, accountability and responsibility in scientific approach. ✓

(vi) There is continuity and work standardization. ✓

(vii) A dehumanize approach. ✓

(viii) It promotes greedy approach of monetary man. ✓

*** Relevance :-**

*** How Instrumental for Good Governance in Pakistan :-**

(i) There are two important features of accountability and responsibility of good governance. The above aspects can be

achieved through the scientific management because it comprises of accountability and transparency.

Heading

(ii) There is standardization of work. Therefore, it can play a vital role in the good governance in Pakistan.

(iii) It is more formal and rational approach. For good governance in Pakistan, the rationality tool is desperately needed.

(iv) It considers man is a mean to an end. The end to achieve is good governance in Pakistan. Hence, scientific management approach is the way to adopt.

(v) The method makes organizational more rigid, formal and rule bound. In 3rd world countries, there is continuous law and order situation. Therefore, the approach is stern rule bound.

(vi) There is also more focus on goal and work. The good governance also needs focus to reach its objective.

(vii) He used one best way which is efficient, fastest and less fatiguing. As a result

It is the need of the hour
to implement one best way.

or there is also piece rate
per system approach.

satisfactory 10/20

Conclusion:-

To sum up, it can
stated that scientific management
theory is proposed by FW Taylor
for the achieving of efficient goals
of organization. However, there
are some good and bad character
in it. It can also play a
role to promote good governance
in Pakistan.

⑧ c. Planning in Pakistan.

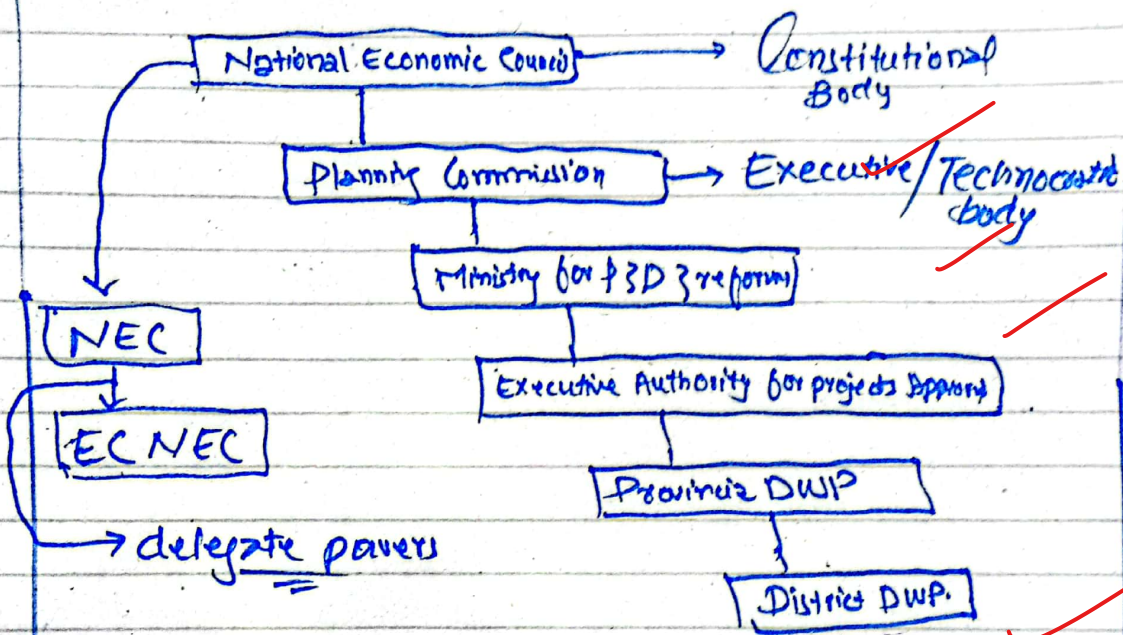
There are seven (7) steps for
planning

- Formulation
Policy
Planning
- (i) Recognizing the need for planning
 - (ii) Set mission, goals and objects
 - (iii) Forecast the future (Environment Analysis)
 - (iv) Determine policy alternatives
 - (v) Evaluate Alternative - select a
course of action

Planning Execution (vi) Implementation of planning

Planning Evaluation (vii) Review and Impact Analysis

* Planning Process in Pakistan



* National Economic Council

It is established according to Article 156 of the constitution of Pakistan. It reviews overall economic conditions and formulates socioeconomic plans.

Composition:

The institution is headed by the Prime Minister. It contains Chief Ministers of four provinces, Cabinet Ministers related to socioeconomic development, and Deputy

Chairman of planning commission.

Mission :-

It plays role in achieving long term and mid-term goals. PSDP (Public Sector Development Program) requires approval of NEC.

Council of Common Interest (CCI)
↳ After 18 Amendment

Planning Commission

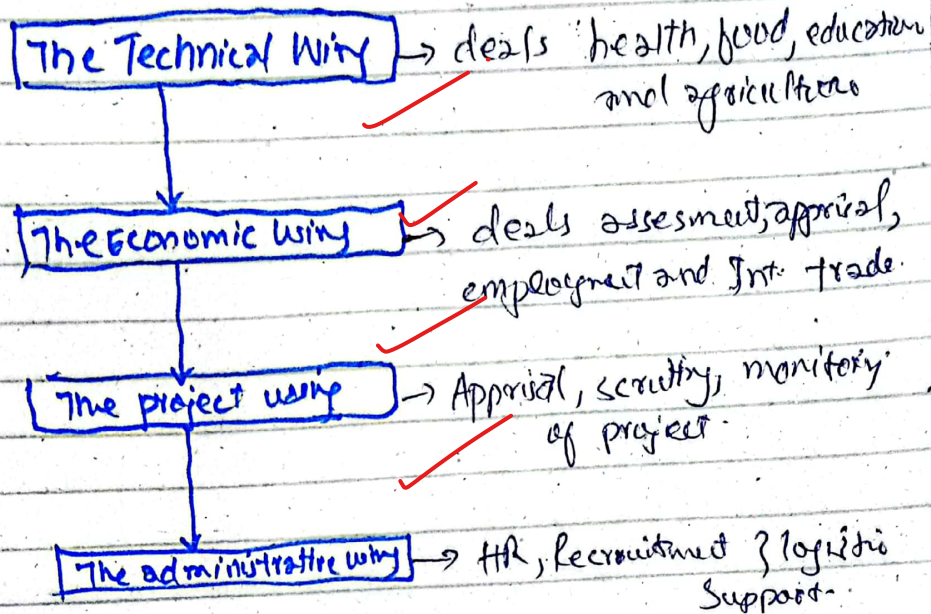
It is financial and public policy development institution of Pakistan.

Functions :-

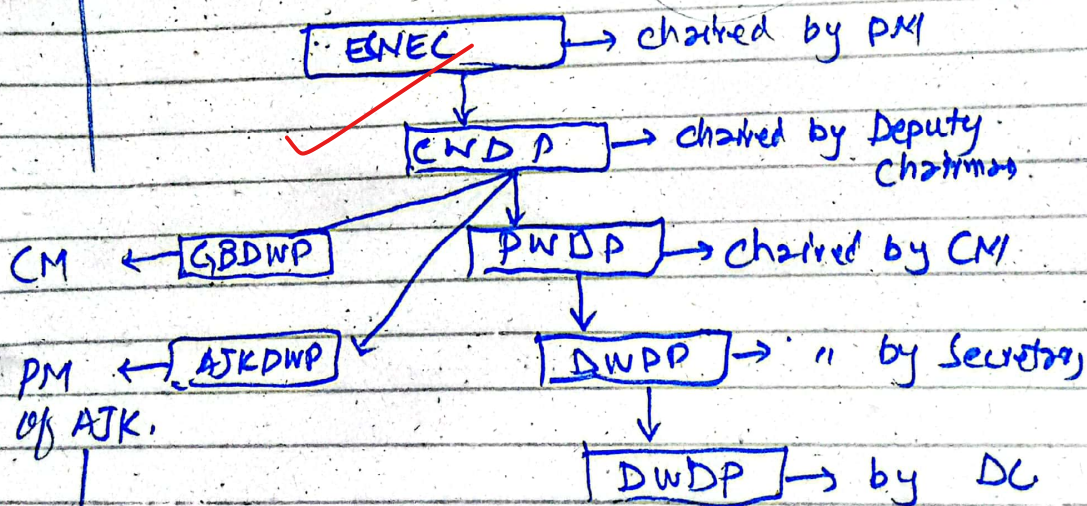
- (i) It gives assistance to NEC in and national and strategic goals.
- (ii) It prepares national plans - PSDP & MTRDF
- (iii) It makes assessment of human and material resources
- (iv) Preparation of development projects
- (v) Promote regional economic integration
- (vi) It also promotes economic research
- (vii) Examination and evaluation purpose.

* Ministry of Planning and Development and reforms.

Four wings.



* The project approving authorities.



Good

6/10

(b) New Public Management:
New Public Management means to modernize the structure and function of government. It converts government to private corporation or enterprise.

It aims to ~~to~~ develop an organization through skills and technology.

The approach of management was first given by Prime Minister of United Kingdom, Margaret Thatcher in 1978. She gave the idea to modernize public sector management. It encompasses restructuring of civil services, efficient service delivery and promoting technology and advancement in organization.

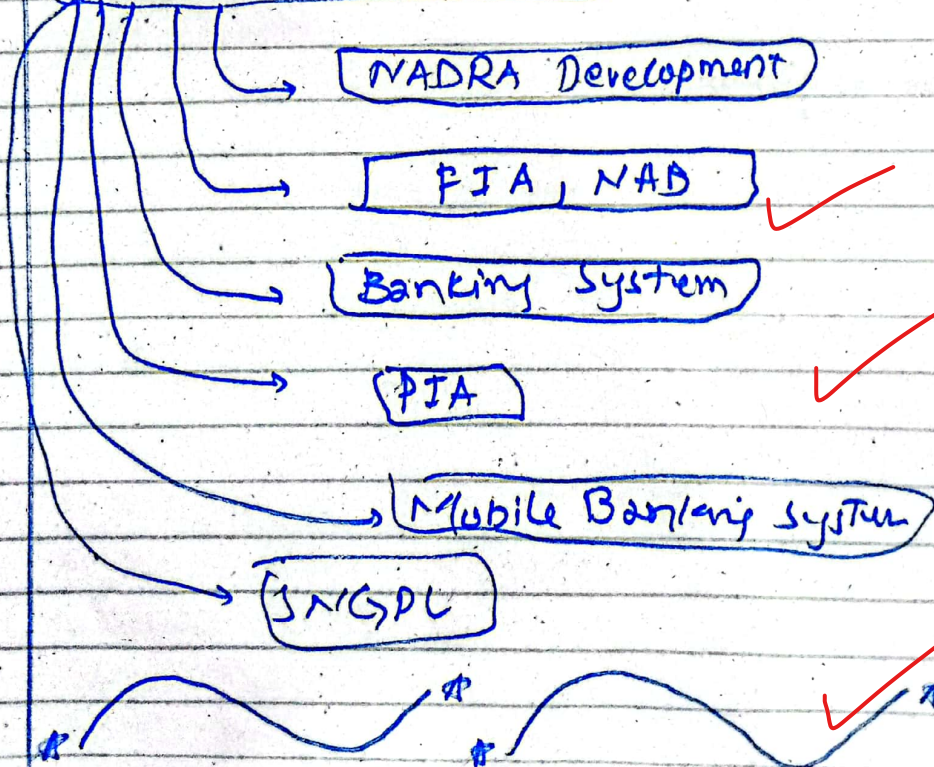
The model of NPM which was applied by New Zealand was the 100% successful model.

Further, the approach was also used by Australia. Later on, the model was used by USA President Bill Clinton in the name of reinventing the government.

Features of NPM:

- (i) Goal oriented government.
- (ii) Market like competition
- (iii) Deregulation in administration.
- (iv) Decentralization should be adopted.
- (v) Customer cannot be used as cases.
- (vi) Public - private partnership
- (vii) Accountability in the system.
- (viii) Automation and technology in government.
- (ix) The less the government, the better it is.
- (x) Empower employees and promote team work.

NPM in Pakistan:



19/20

- (6) - Fair and Transparent system of Accountability
- Causes and Remedies for the failure of Accountability in Pakistan

Introduction:-

Accountability is pre-requisite of good governance and Public Administration. However, in Pakistan the accountability in the system is not up to the mark. According to Bob Proctor, Accountability is the glue that ties commitment to the result. It depicts that accountability is directly related results. If there is no system of accountability, the results will not be satisfactory in the end.

Definition:-

J. Benjamin:-

Accountability is the measure of leader's height.

Causes: Issues in Accountability and Transparency in Pakistan:

- ① There are weak institutions in Pakistan.

(i) The institutions in Pakistan are highly politicized. For instance, the recent 26th Amendment in the constitution of Pakistan has enhanced the involvement of ~~both~~ executive and legislature in judiciary.

(ii) There is also lack of autonomy in the institutions i.e. political or legal.

(iii) The law enforcement agencies are weak. They are not capable of implementing the rules, law and constitution in true letter and spirit.

(iv) The anticorruption institutions are dysfunctional.

(v) The structure of different institutions is incapacitated.

(vi) There is absence of social monitoring.

(vii) Dynastic politics and cronyism are also the cause of eroding the accountability system in Pakistan.

* How to strengthen the system of accountability in Pakistan.
in Ensuring public service delivery.

(ii) Strictly ensure the participation of citizen. It is the need to promote participatory politics and democracy.

(iii) Reform and strengthen the accountability system in the institutions of Pakistan.

(iv) There is a dire need to apply innovation and technology in the law enforcement agencies of Pakistan.

(v) Digitization of system is required.

(vi) Ensuring institutional reforms. For instance NAB, FIA, ANF and Anti corruption department.

(vii) Strictly follow international principles.

(viii) Making government deshing available for people.

~~(ix) Media should play its constructive role.~~

Conclusion:

To conclude, it be stated that the system of accountability decides the growth and progress of state. There are some defects in the accountability of Pakistan. However, by acting out suggested measures, the clarity can be put to bed.

there is a clear issue of time management balance the answers on 7 8 pages each answers are fine content is relevant but last ans is incomplete and it is not written in detail

public questions are open ended therefore answers need coherence and symmetry rest is fine but presentation needs alot of attention 6/20