

COMBINED COMPETITIVE EXAMINATION (MAIN)

PUBLIC ADMINISTRATION

Paper—I

Time : 3 hours

Full Marks : 200

- Note :** (1) *The figures in the right-hand margin indicate full marks for the questions.*
(2) *Attempt five questions in all.*
(3) *Question No. 1 is compulsory.*

1. Answer any ten from the following :

4×10=40

- (a) Define public administration and discuss its significance.
- (b) What is the meaning of scientific management?
- (c) Discuss the concept of hierarchy.
- (d) Define leadership.
- (e) What are the main functions of auxiliary agency?
- (f) Define bureaucracy.
- (g) What is the meaning of audit?
- (h) Define morale.
- (i) What is the meaning of work measurement?
- (j) Define administrative law.
- (k) What is prismatic model?
- (l) Define public policy.

2. Answer any *eight* from the following : 5×8=40

- (a) Discuss the scope of public administration.
- (b) Define new public administration.
- (c) What is the meaning of organizational effectiveness?
- (d) Discuss the meaning of unity of command.
- (e) Define decision making.
- (f) Discuss the importance of communication in an organization.
- (g) Discuss the role of chief executive.
- (h) Define neutrality.
- (i) Discuss the meaning of delegated legislation.
- (j) What do you mean by performance appraisal?

3. Answer any *five* from the following : 8×5=40

- (a) Discuss the role of public administration in developing societies.
- (b) Discuss the human relations theory.
- (c) Analyze the role of staff agencies.
- (d) Discuss the methods of promotion.
- (e) Discuss the functions of administrative tribunals.
- (f) Define corporation and discuss its significance.
- (g) Discuss the retirement benefits of public officials.

