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(6th Semester)

COMMERCE

Paper : BC-602

(Public Administration)

Full Marks : 70

Pass Marks : 45%

Time : 3 hours

(PART : B—DESCRIPTIVE)

(Marks : 45)

*The figures in the margin indicate full marks
for the questions*

1. (a) What is Public Administration? Discuss the features of Public Administration.

2+7=9

Or

- (b) Discuss the theories of Public Administration.

9

2. (a) What do you understand by the Chief Executive? Briefly discuss the types of the Chief Executive.

2+7=9

24L/651a

(Turn Over)

Or

(b) Define Staff Agencies. Discuss their features. 9

3. (a) Describe the forms of executive control over administration. 9

Or

(b) Briefly discuss the provisions of the Lokpal Act of 2013.

4. (a) Discuss the functions of Civil Servant. 9

Or

(b) What is promotion? Discuss the types of promotion. 3+6=9

5. (a) Discuss the meaning and scope of financial administration. 9

Or

(b) What is Budget? Discuss the types of budget. 2+7=9

2 0 2 3

(6th Semester)

COMMERCE

Paper : BC-602

(**Public Administration**)

(PART : A—OBJECTIVE)

(Marks : 25)

The figures in the margin indicate full marks for the questions

1. Indicate whether the following statements are True (T) or False (F) by putting a Tick (✓) mark : 1×5=5

(a) Public Administration has been a very old discipline.

(T / F)

(b) Public Administration deals with the actual working of administration.

(T / F)

(c) The term 'administration' is not common in both Public Administration and Private Administration.

(T / F)

(d) Public Corporation has been relatively a old concept.

(T / F)

(e) Finance is not the life blood of every organization.

(T / F)

2. Choose the correct answer and place its code in the brackets provided : 1×10=10

(a) Public Administration gained real form of popularity in the

(i) 17th century

(ii) 18th century

(iii) 19th century

(iv) 20th century

[]

(b) The first stage in the development of Public Administration began with publication of

(i) Aristotle

(ii) Woodrow Wilson

(iii) Karl Marx

(iv) Henry Fayol

[]

(c) The classical theory of organization is also called

(i) bureaucratic theory

(ii) financial theory

(iii) administrative theory

(iv) scientific theory []

(d) The origin of independent regulatory commission took place in

(i) England

(ii) America

(iii) France

(iv) Germany []

(e) Zero hour discussion is an innovation of

(i) Japan

(ii) India

(iii) America

(iv) Indonesia []

(f) Administrative Tribunals have been mainly concerned with the task of performing

(i) administrative function

(ii) judicial function

(iii) financial function

(iv) audit function []

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(f) Administrative Tribunals have been mainly concerned with the task of performing

(i) administrative function

(ii) judicial function

(iii) financial function

(iv) audit function

[]

(g) The Civil Service which is also called Bureaucracy constitutes the

- (i) permanent professionals
- (ii) elected professionals
- (iii) political professionals
- (iv) experimental professionals []

(h) Training of civil servants has been integral part of

- (i) local administration
- (ii) personnel administration
- (iii) space science research
- (iv) technocratic experts []

(i) Budget is one of the most important devices of

- (i) social administration
- (ii) technical administration
- (iii) financial administration
- (iv) judicial administration []

(j) Promotion is a process of filling up the vacancies

- (i) directly
- (ii) indirectly
- (iii) by competitive examination
- (iv) by ordinary persons []

(5)

3. Write short notes on the following : 2×5=10

(a) Balanced budget

(b) Merit system in civil service

(7)

(c) Corporation

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(d) Division of work

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(e) Audit

