BA LLB
THIRD SEMESTER
POLITICAL SCIENCE III:
PUBLIC ADMINISTRATION
BLB – 302
[USE OMR FOR OBJECTIVE PART]

| SET |
| B |

Duration: 3 hrs.

Full Marks: 70

[**Objective**]

Time: 30 min.

Marks: 20

Choose the correct answer from the following: *1×20=20*

1. The administrative organisation of government consists of ....types of agencies.
   a. 6
   c. 5
   b. 2
   d. 3

2. The term Bureaucracy was first coined by-
   a. Martin Albrow
   c. Gournay
   b. Weber
   d. Mayo

3. Consolidated fund of India works where-
   a. All receipts are credited and all payments are debited
   c. All payments are debited
   b. All receipts are debited
   d. None of the above

4. " Authority is the right to give orders and the power to exact obedience"- who said this?
   a. Henry Fayol
   c. Mayo
   b. Max Weber
   d. Simon

5. *"Rule of Lapse"* is an important principle of-
   a. Span of Control
   c. Audit
   b. Budget
   d. Taxation

6. *Red tapism* is a major Disadvantage of-
   a. Unity of Command
   c. Authority
   b. Span of Control
   d. Hierarchy

7. The financial year of UK starts from-
   a. 1 April to 1st March
   c. 1st April to 31st March
   b. 30th April to 1st March
   d. None of the Above

8. Independent Regulatory Commissions (IRC) is an important type of-
   a. Auxiliary Agencies
   c. Staff
   b. Line
   d. Administration

9. In POSDCoRB , "S" stands for-
   a. Security
   b. Stuffing
   c. Staffing
   d. Systematic

10. The Scheme of Integrated Financial Advisor was introduced first in-
    a. Ministry of Finance
    b. Ministry of Shipping and Transport
    c. Ministry of Home Affairs
    d. Ministry of External Affairs

11. In Budget,
    a)Estimating should be close
    b)Estimates should not be on Departmental basis
    a. B is true
    b. Both are false
    c. Both are true
    d. A is true

12. Regularities is one of the important basic premises of-
    a. Behavioural Approach
    b. Post Behavioural Approach
    c. Classical Approach
    d. Scientific Theory

13. Time Study and Motion Study is a part of-
    a. Human Relation Theory
    b. Behavioral Theory
    c. Scientific Management Theory
    d. Classical Theory

14. "The concept of unity of command requires that every member of an organisation should report to one and only one leader"- Who said this?
    a. Henry Fayol
    b. Dimock and Dimmock
    c. Pfiffner and Presthus
    d. David Easton

15. The book- A Piece Rate System (1895) was written by-
    a. F W Tailor
    b. Alfred Tailor
    c. Pfifner
    d. Easton

16. The Second Stage of Public Administration is-
    a. Principles of Administration
    b. Era of Challenge
    c. Dichotomy
    d. Politics-Administration

17. The Third Minnowbrook Conference was held in-
    a. 1988
    b. 2007
    c. 1907
    d. 2008

18. Human relation theory came into existence in-
    a. 1980
    b. 1930
    c. 1935
    d. 1970

19. Who is the father of Classical Theory?
    a. Elton Mayo
    b. Talor
    c. Simon
    d. Henry Fayol

20. Administration is derived from-
    a. Greek word ad ministrare
    b. Latin word ad ministrare
    c. French word ad ministrare
    d. Spanish word ad ministrare

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$\left(\underline{\textbf{Descriptive}}\right)$

Time : 2 hrs. 30 min.   **Marks : 50**

[Answer question no.1 & any four (4) from the rest]

1. What are the major works of Line , Staff and Auxiliary Agencies?   10
   Explain

2. Explain the Scope of Public Administration by stating some   5+5=10
   differences between Public and Private Administration .

3. Elaborate Scientific Management Theory and Human Relation   5+5=10
   Theory

4. What is Budget? Explain the Principles and Types of Budget .   2+8=10

5. Explain the Functions of Chief Executive.   10

6. What are the Principles of Hierarchy? Elaborate the advantages   5+5=10
   and disadvantages of Hierarchy.

7. What do you mean by Centralised and Decentralisation?   10
   Elaborate your answer with reference.

8. Elaborate Legislative Control and Executive Control over Public   10
   Administration.

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