

Name:	 UPES UNIVERSITY WITH A PURPOSE
Enrolment No:	

UNIVERSITY OF PETROLEUM AND ENERGY STUDIES

End Semester Examination, December 2019

Course: Public Administration II
Program: B.A. Public Policy and Administration
Course code: BAPP 2004
Instructions:

Semester: III
Time: 3 Hours
Max. Marks: 100

SECTION A

(20 * 1 Marks Each - 20 Marks)

All the Questions in this section are compulsory.

Q1.	The techniques of citizens' control over administration are: 1. Election 2. Public Opinion 3. Pressure Groups 4. Advisory Committees 5. Recall a) 1,2,3 and 4 b) 2,3 and 5 c) 3,4 and 5 d) 1,2,3,4 and 5	1	CO1
Q2.	The first country in the world to introduce the Right to Information was: a) Norway b) USA c)Sweden d)Finland	1	CO1
Q3.	Which of the following is exclusively a committee of the lower house? a) Committee on Assurances b) Committee on Delegated Legislations c) Committee on Public Undertakings d) Estimates Committee	1	CO1
Q4.	Which of the following devices calls the attention of the minister towards a matter of public importance a) Half-an-hour discussion b) Calling attention notice c) Short duration discussion d) Adjournment motion	1	CO1
Q5.	Central Vigilance Commission was set up on the recommendation of: a) Administrative Commission of India b) Gorwala Report c) Kripalani Committee d) Santhanam Committee	1	CO1
Q6.	The institution of Lokayukta was created for the first time by the state of a) Odisha b) Bihar c) Punjab d) Maharashtra	1	CO1

Q7.	Patronage Bureaucracy is also known as: a) Caste Bureaucracy b) Feudal Bureaucracy c) Guardian Bureaucracy d) Spoils system	1	CO1
Q8.	In the context of judicial control over administration, malfeasance stands for a) Error of Law b) Error of Fact finding c) Abuse of Authority d) Error of Procedure	1	CO1
Q9.	Which of the following is not a formal instrument of executive control over administration a) Political direction b) Personnel Management c) Ordinances d) Professional Ethics	1	CO1
Q10.	Which of the following is anot a means of executive control over administration? a) Civil Services Code b) Advisory Agencies c) Appeal to Public Opinion d) Statutory Appeal	1	CO1
Q11.	Which of the following s not correctly matched? a) Central Bureau of Investigation-1963 b) Special Police Establishment-1942 c) Prevention of Corruption Act-1947 d) Central Vigilance Commission-1964	1	CO1
Q12.	The most effective means of citizen's control is a) Election b) Pressure Groups c) Advisory Committees d) Public Opinion	1	CO1
Q13.	The Santhanam Committee on prevention of corruption was appointed in a) 1961 b) 1964 c) 1963 d) 1962	1	CO1
Q14.	The least effective means of executive control over the administration is a) Executive Legislation b) Budgetary system c) Staff Agencies d) Appeal to Public Opinion	1	CO1
Q15.	The First independent Regulatory Commission set up by the federal govt. in USA was a) Federal Power Commission b) Tariff Commission	1	CO1

	c) Inter-State Commerce Commission d) Civil Aeronautics Board		
Q16.	The most popular form of city Govt. in USA is a) The Mayor Council Plan b) The Commission Plan c) The City Manager Plan d) The Mayor-Administrator Plan	1	CO1
Q17.	The Cabinet Secretariat was established in Britain in a) 1914 b) 1916 c) 1918 d) 1921	1	CO1
Q18.	The Institute which offers training to both private and public sector employees a) ASCI b) NIRD c) IIPA d) ISTM	1	CO1
Q19.	The final work of UPSC in recruitment process a) Selection b) Appointment c) Certification d) Placement	1	CO1
Q20.	Which of the following countries permit the right to strike to civil servants? a) UK b) Germany c) France d) USA	1	CO1

SECTION B

(4* 5 Marks Each -20 Marks)

Answer any FOUR Questions

Q1.	Importance of decision making in Public administration	5	CO2, CO3
Q2.	Differentiate between programmed and Non-programmed decisions with suitable examples.	5	CO3
Q3.	Define communication and discuss the various types	5	CO2, CO3
Q4.	Define Autocratic Style of Leadership and discuss the limitations.	5	CO2, CO3
Q5.	Discuss the Situational theory of Leadership.	5	CO3
Q6.	Define Pressure Groups. Elaborate the role played by them.	5	CO3
Q7.	Discuss the various qualification of Civil servants.	5	CO3

SECTION-C (2* 15 Marks Each- 30 Marks) Answer any TWO Questions			
Q1.	Discuss the various types and functions of leadership.	15	CO4, CO5
Q2.	Discuss the formal and informal means of channels/ networks used for effective communication.	15	CO3,CO 4,CO5
Q3.	Elaborate the present system of recruitment to All-India Civil Services and Higher Central Services in our country.	15	CO4, CO5
Q4.	Write an essay on UPSC regarding its composition, removal, independence and functions.	15	CO3,CO 4,CO5
SECTION D (2 * 15 Marks Each- 30 Marks) Answer any TWO Questions			
Q1.	“The weakest aspect of Indian administrative system is utter disregard of accountability.” Examine the contemporary tools used for enforcing accountability. What steps are necessary to make them more effective?	15	CO4, CO5
Q2.	Explain how media can play a constructive role in improving the performance of Indian administrative machinery.	15	CO4,CO 5
Q3.	“Public administration is not just implementation of laws; it is also a means of social justice and social change”. Comment	15	CO4, CO5
Q4.	“Development Administration has two important aspects viz. ‘the administration of development’ and ‘the development of administration’. Comment	15	CO3,CO 4,CO5