

CLASS -1

50

Chapter

03



PUBLIC ADMINISTRATION

PLAY

BIJU KK, HST GHSS TUVVUR, MALAPPURAM.

Government institutions and their functions

- Primary health centre - Provides treatment facilities.
- Krishi Bhavan - Promotes agriculture
- Police station - Maintains law and order.

Aims of government institutions?

-Implementing laws and development programmes designed by the government are the aims of government institutions.

Public Administration definition of N.Gladden

**“Public Administration is concerned
with the administration of the
government.”**

Free ration for
those below
poverty line

Free textbooks for
school children

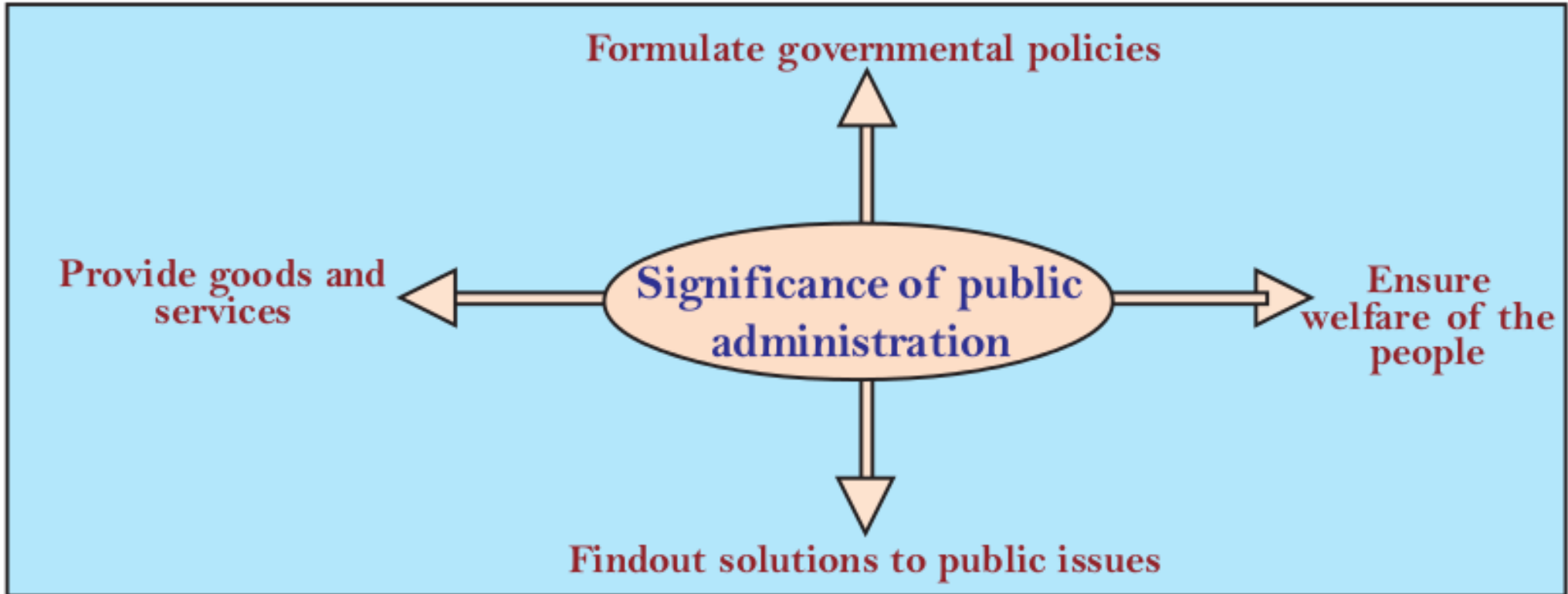
Housing for
all by 2020

What is public administration?

- Public administration is the effective utilization of men and materials for the implementation of existing laws, governmental policies, programmes and developmental projects.
- Governmental institutions are part of public administration.
- They functioned for the welfare of the people.
- Public administration varies according to system of governance.

List out the changes in the objectives of public administration in monarchy and democracy.

- During monarchy, the interests of the monarch was the basis of public administration.**
- In democratic system, importance is given to the interests of the people.**
- Democratic administration becomes more effective and efficient through public administration.**



Significance of public administration?

-Formulate governmental policies.

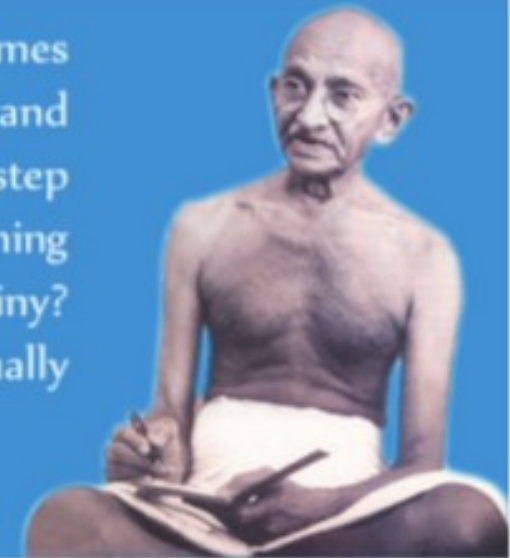
-Ensure welfare of the people.

-Findout solutions to public issues.

-Provide goods and Services.

"I will give you a talisman. Whenever you are in doubt, or when the self becomes too much with you, apply the following test. Recall the face of the poorest and the weakest man [woman] whom you may have seen, and ask yourself, if the step you contemplate is going to be of any use to him [her]. Will he [she] gain anything by it? Will it restore him [her] to a control over his [her] own life and destiny? In other words, will it lead to swaraj [freedom] for the hungry and spiritually starving millions? Then you will find your doubts and your self melt away."

Mahatma Gandhi's Talisman



BIJU KK, HST, GHSS TUVVUR, MALAPPURAM.

Applications
invited for
Scholarships

Government assistance
to expand rice
cultivation

Distributed
flood relief funds

Regional
Camps
to collect tax

According to Gandhiji, who should get the benefits of administration?

- Gandhiji expected the protection of the interests of all through public administration.
- But those who need more care and protection should be treated and protected separately.
- Gandhiji's concept of Grama Swaraj influenced India's outlook of public administration to a great extent.
- Local government institutions were constituted on this basis.

Bureaucracy

PLAY

-The employees who work under public administrative system and administer the country are together known as 'bureaucracy'.

Significance (aims) of bureaucracy

- Functioning the day-to-day operations of public administration.**
- Make the public administration system dynamic.**
- Deliver all the services of government to the people.**
- Prepares plans for the scientific utilization of human and material resources and implements them effectively.**

Features of bureaucracy.

- Hierarchical organisation.
- Permanence.
- Appointment on the basis of Qualification.
- Political Neutrality.
- Professionalism.

BIJU KK, HST, GHSS TUVVUR, MALAPPURAM.

Hierarchical organisation

Bureaucracy is organised in such a way that there is one employee at the top and the number increases when it reaches the lower levels. This is known as hierarchical organisation.

Permanence

Persons appointed will continue in service till the age of retirement.

Appointment on the basis of Qualification

Employees are recruited and appointed on the basis of educational qualification.

Political Neutrality

Bureaucrats are liable to implement the policies of whichever party comes to power. Party interests should not reflect in their work. They should act neutrally.

Professionalism

Every government employee must be skilled in their work.

ALL THE BEST

By

**BIJU K K, GHSS TUVVUR
MALAPPURAM**

9895695437