

# Standard X -Social Science I

## 3. Public Administration

### KITE VICTERS STD 10 Social Science Class 21

#### Topics

#### **Public Administration**

#### **Significance of public administration**

#### **Bureaucracy**

#### **Features of Bureaucracy**

#### **Indian Civil Service**

#### **Limitations of public administration**

1. Public administration is concerned with the administration of the government." Who gave this definition of public administration?

N. Gladden

2. 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.

3. How are the objectives of public administration in democracy different from monarchy?

MONARCHY	DEMOCRACY
<ul style="list-style-type: none"><li>• Monarchy is a political system based on the sovereignty of a single ruler</li><li>• The interests of the monarch were the basis of public administration.</li></ul>	<ul style="list-style-type: none"><li>• Democracy is a political system in which laws, policies, leaders, and major state undertakings are decided directly or indirectly by the citizens.</li><li>• Importance is given to the interests of the people</li></ul>

4. Find out the significance of public administration?

Formulate governmental policies

Ensure welfare of the people

Find out solutions to public issues

Provide goods and services

5. What was Gandhi's idea of Gram Swaraj?

The Idea of Gram Swaraj is that it is a complete republic, independent of its neighbours for its own vital wants, and yet interdependent for many others in which dependence is a necessity.

6. What is public administration according to Gandhi?

Gandhi is universally known as the most renowned theorist of public administration. According to him, there are a number of persons in our society who require special consideration and protection. So public administration should consider them specially and protect them.

7. Bureaucracy

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

8. What are the 5 characteristics of bureaucracy?

Hierarchical organisation

Permanence

Appointment on the basis of Qualification

Political Neutrality

Professionalism

9. Classification of India's civil service.

All India Services	Central Services	State Services
<ul style="list-style-type: none"><li>• Recruits at national level</li><li>• Appoints in central or state service</li></ul> Eg: IAS, IPS	<ul style="list-style-type: none"><li>• Recruits at national level</li><li>• Appoints in central government departments only</li></ul> Eg: IFS, IRS	<ul style="list-style-type: none"><li>• Recruits at state level</li><li>• Appoints in state government departments only</li></ul>

10. What is the difference between UPSC and PSC?

UPSC	PSC
The Union Public Service Commission is India's premier central recruiting agency. It is responsible for appointments to all India services and central services	The State Public Service Commission is a government agency to conduct examinations for recruitment to state service

11. What are the outcomes of red tapism?

Red Tapism hinders good governance and the country's economic progress.

It leads to a culture of corruption and inefficiency

12. How can we overcome the limitations of public administration? Suggest few ideas-

Implementing Administrative simplification programmes

Reduce the paperwork

Skill development programmes for employees