

Sikkim Public Service Commission
Main Written Examination for the Post of Sub Inspector
PAPER - II PUBLIC ADMINISTRATION

Time allowed: 3.00 Hrs

Maximum Marks: 250

INSTRUCTION TO CANDIDATES

Read the instructions carefully before answering the questions: -

- 1. IMMEDIATELY AFTER THE COMMENCEMENT OF THE EXAMINATION, YOU SHOULD CHECK THAT THIS BOOKLET DOES NOT HAVE ANY UNPRINTED OR TORN OR MISSING PAGES OR ITEMS ETC. IF SO, GET IT REPLACED BY A COMPLETE TEST BOOKLET.**
- 2. Use only Black Ball Point Pen to fill the OMR Sheet.**
- 3. Do not write anything else on the OMR Answer Sheet except the required information.**
- 4. This Test Booklet contains 50 questions in MCQ Mode in Part I to be marked in OMR Sheet. Part II and Part III are Subjective Questions which have to be written on separate answer sheet provided to you.**
- 5. Before you proceed to mark in the Answer Sheet (OMR), you have to fill in some particulars in the Answer Sheet (OMR) as per given instructions.**
- 6. After you have completed filling in all your responses on the Answer Sheet (OMR) and the examination has concluded, you should hand over the Answer Sheet (OMR) and separate answer sheet to the Invigilator only. You are permitted to take with you the Test Booklet.**

7. Marking Scheme

THERE WILL BE NEGATIVE MARKING FOR WRONG ANSWERS MARKED BY A CANDIDATE IN THE OBJECTIVE TYPE QUESTIONS

- i. There are four alternatives for the answer to every question. For each question for which a wrong answer has been given by the candidate, one-third of the marks assigned to the question will be deducted as penalty.**
- ii. If a candidate gives more than one answer, it will be treated as a wrong answer even if one of the given answers happens to be correct and there will be same penalty as above to the question.**
- iii. If a question is left blank. i.e., no answer is given by the candidate; there will be no penalty for that question.**

DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE ASKED TO DO SO

PART - I

Choose the correct answer for the following questions:

(3x50=150)

1. Which one of the following is not a feature of Barnard's theory of Formal Organization?

- A. Common purpose
- B. Willingness to co-operate
- C. General incentives
- D. Communication

2. Valence Expectancy theory, an alternative theory of motivation, was proposed by:

- A. Chris Argyris
- B. Victor H. Vroom
- C. A. (d) H.Naslow
- D. Mc Gregor

3. The first Chairman of Administrative Reforms Commission was:

- A. K. Hanumanthaiah
- B. Gulzari Lal Nanda
- C. Morarji Desai
- D. V.T.Krishnamachari.

4. When an advance grant is made by Parliament, pending the regular passage of the Budget, it is called:

- A. Vote on Credit
- B. Token Grant
- C. Vote on Account
- D. Supplementary Grant

5. "Performance Budgeting" was introduced in India on the recommendation of :

- A. Gorwala Report
- B. Santhanam Committee
- C. Administrative Reforms Commission
- D. Paul H. Appleby report.

6. Which one of the following is correct hierarchy of human needs:

- A. Security-social-biological-selfesteem-selfactualization
- B. Biological- Security-social- -selfesteem-selfactualization
- C. Selfesteem- Security-social- biological-selfactualization
- D. Selfactualization-selfesteem-social-security-biological

7. Who of the following did not accept the principle of Unity of Command in the functioning of an organization:

- A. Henry Fayol
- B. Luther Gullick
- C. J.D.Mooney
- D. F.W.Taxlat

8. The function of the Cabinet Secretariat is:

- A. To formulate policies
- B. To implement policies
- C. To act as staff agency
- D. To act as Prime Minister's Secretariat.

9. Which of the following documents are presented to the Parliament along with the Union Budget:

- A. An explanatory memorandum of the budget
- B. The summary of demands for grants
- C. An appropriation bill
- D. A finance bill.

10. Which one of the following elements is ignored by the classical theory:

- A. Formal structure
- B. Managerial techniques
- C. Informal patterns
- D. Principles of organization.

- 11. Staff agency is of the nature of:**
- A. Executive control over administration
 - B. Parliamentary control over administration
 - C. In built control over administration
 - D. Quassi Judiciary control over administration.
- 12. Which one of the following does not constitute the human relations movements of Elton Mayo.**
- A. The first enquiry
 - B. Hawthorne studies
 - C. Shop management
 - D. The great illumination
- 13. An organization system is concerned primarily with:**
- A. Defined sets of interactions
 - B. A set of connected parts
 - C. The roles that individuals play
 - D. Inter dependent parts and their interactions.
- 14. Which one of the following was not identified by Robert Dahl as an issue in the science of Public Administration:**
- A. Need for normative considerations
 - B. Human behavior
 - C. Importance of machine concept of organization
 - D. Sociological factors.

15. Who is responsible for observance of the rules of business of the state government in India:
- A. The Governor
 - B. The Chief Minister
 - C. The Advocate General
 - D. The Chief Secretary of the State Government
16. For which of the following bills, the prior sanction of the President is required before they are introduced in the Parliament:
- A. All the money bills
 - B. Bills concerned with the alteration of the boundaries of the states.
 - C. Both (a) & (b)
 - D. Neither (a) nor (b)
17. Which one of the following is not the function of the Directorates at the State level in India:
- A. To execute policies of the state Government
 - B. To control field agencies
 - C. To collect data for suggesting alternative course of action.
 - D. To frame basic policies for governance.
18. In 1977, under whose Chairmanship, the Panchayat Raj Committee was formed:
- A. Ashok Mehta
 - B. Sardar Swaran Singh
 - C. Balwantrai Mehta
 - D. Madhu Dandwate

19. Who among the following is hailed as father of Local Self Government in India:

- A. Lord Mayo
- B. Lord Ripon
- C. Jawahar Lal Nehru
- D. Mahatma Gandhi

20. Which of the following units of Urban Local Self Government does not have constitutional foundation:

- A. Cantonment Board
- B. Municipal councils
- C. Municipal Corporations
- D. Nagar Panchayats

21. "Leadership is influence with people and not power over them"- who commented this:

- A. Marry Parker Follett
- B. Chester I. Bernard.
- C. Mc Gregor
- D. Rensis Likert

22. Which was the first country to introduce the Right to Information:

- A. Canada
- B. Japan
- C. Sweden
- D. U.S.A.

23. 73rd and 74th Constitutional Amendments do not apply to which of the following state:

- A. Meghalaya
- B. Goa
- C. Sikkim
- D. Himachal Pradesh

24. Municipal area means the territorial area of Municipality as is notified by the:

- A. Governor
- B. Municipal Commissioner
- C. Municipal Council
- D. Council of Ministers

25. Fred Riggs in his book "Prismatic Society Revisited" does not talk about:

- A. Developed Societies
- B. Structural Functionalism
- C. Importance of citizens participation
- D. Need for differentiation and integration

26. Public Administration is different from private administration in

- A. Productivity
- B. Judicious risk taking
- C. Financial returns
- D. Legislative approval

27. Which one of the following process of the Rajya Sabha is provided in the constitution of India?

- A. To reject or amend a money bill.
- B. To decide whether a bill is a money bill.
- C. To vote for public expenditure
- D. To delay a money bill for a period not exceeding fourteen days.

28. Who amongst the following introduced the concept of one of the in defence in an organization?

- A. Herbert Simon
- B. Douglas McGregor
- C. Chester I Bernard
- D. Chris Argyris

29. The term "Gang Plank" is used by Henry Fayol refers to

- A. Need for level jump
- B. Conformity of hierarchy
- C. Emphasis on formalism
- D. Defeat of objective

30. "Planning has supressed the federation and our country is functioning like a unitary system in many respect" was stated by

- A. Ashok Chandra
- B. K. Santhanam
- C. Estimates committee
- D. Administrative Reforms Commission

31. The salaries and allowances of the council od ministers of the state government are paid from the

- A. Reserve Bank of India
- B. Treasury of the State Government
- C. Contingency fund of the state
- D. Consolidated fund of the State

32. The comptroller and Auditor General of India submits its reports to the

- A. Prime Minister
- B. Parliament
- C. President
- D. Chief Justice of India

33. The Union Public Service Commission submits its annual report to the

- A. Parliament
- B. Department of Personnel and Training
- C. Cabinet Secretary
- D. President

34. The Administrative Tribunals were setup on the recommendations of

- A. The Ministry of Law and Justice
- B. The Administrative Reforms Commission
- C. The Indian Law Commission
- D. The Sarkaria Commission

35. "Power in a democratic society requires control and the greater the power the more need for control" Who said this?

- A. Lord Acton
- B. W. A. Robson
- C. L. D. White
- D. D. R. Rowat

36. Which one among the following is associated with the "Report on the Public Administration" and the "Report on the Efficient conduct of state Enterprise"?

- A. The Ayyangar Committee, 1949
- B. The Secretariat Reorganization Committee, 1947
- C. The Gorwala Report, 1951
- D. The Appleby Reports, 1953 and 1956

37. Which one of the following is mainly discussed in "The Next Society" by Peter Drucker

- A. Demographics
- B. New economy
- C. Knowledge society
- D. Information technio-society

38. Which one of the following is not upheld by New Public Administration

- A. Value based approach
- B. Dogmas of efficiency and economy
- C. Social equity in service delivery
- D. Relevant research

39. Who among the following studied the impact of computers on the hierarchal pyramid of an organization

- A. John Rawis
- B. John Pfiffner
- C. Elton Mayo
- D. David Rusk

40. Which one of following generalisation can be drawn from decentralisation of powers

- A. "Planning from below" is a good illustration of this phenomenon
- B. Jurisdictional lines are to be identified
- C. Decision will affect overall policies
- D. Local officers will report to more than one central agency

41. Which of the following concepts are associated with M. P. Follett

- 1. Functional authority
- 2. "Bottom up" authority
- 3. Conflict and integration
- 4. "Power over" and "power with"

Select the correct answer using the code below

- A. 1,2,3,4
- B. 2 & 4
- C. 2 & 3
- D. 1,3 & 4

42. Which one of the following statements is acceptable to the protagonists of new public administration?

Rationality as a value

- A. Leads to efficient performance
- B. Causes flexibility problem in the prioritisation
- C. Is more common sense
- D. Is rooted in morality

43. Which one of the following is a clear and distinct line authority among the positions in organisation?

- A. Organisational design
- B. Chain of command
- C. Hierarchy
- D. Departmentalisation

44. The competitive examination to the ICS was for the first time held in India, consequent to the

- A. Indian Councils Act, 1892
- B. Indian Councils Act, 1909
- C. Government of India Act, 1919
- D. Government of India Act, 1935

45. Who among the following are linked with the department of personnel and training?

- 1) Central Bureau of Investigation
- 2) Union Public Service Commission
- 3) Central Vigilance Commission

Select the correct answer using the code given below:

- A. 1 & 2
- B. 2 & 3
- C. 1 & 3
- D. 1, 2 & 3

46. Which one of the following is not a component of Max Weber's Ideal bureaucracy?

- A. Job specialisation
- B. Impersonality
- C. Career orientation
- D. Organization as a social system

47. Who among the following conducted one of the most widely cited pig iron experiment as an example of Scientific management?

- A. Robert Ower
- B. Frederick W. Taylor
- C. Chester Barnard
- D. Mary Parkes Fillett

48. In pursuance of which Article of the Constitution of India are the conditions of service including recruitment to the Central Services regulated by large number of rules?

- A. Article 309
- B. Article 310
- C. Article 311
- D. Article 312

49. In the Constitution of India Economic and Social planning is included in the

- A. Union list of the VII Schedule
- B. State list of the VII Schedule
- C. Concurrent list of the VII Schedule
- D. None of the above

50. Who among the following mooted the Minnowbrook conference of 1968?

- A. L. D. White
- B. Dwight Waldo
- C. Wamsley
- D. John Ruhr

PART - II

Attempt ANY TWO questions from the following:

(2 X 25 = 50)

1. "Training can be effective only when recruitment is merit based". Discuss relationship between merit and training performance in Civil Services.
2. Discuss the functions and watchdog role of Comptroller and Auditor General of India.
3. "Right to Information is an administrative reform that border on revolution" Discuss with examples.
4. Discuss the features, organizational patterns and problems of the Corporation form of Public Enterprises.
5. What do you understand by Time Management? Explain PERT and CPM as technique of Time Management.

PART - III

Write short notes on ANY FIVE of the following:

(5 X 10 = 50)

1. Role, Structure and functions of U.P.S.C.
2. Making and execution process of Budget.
3. Main features of Indian Administration after independence.
4. Organisation or functions of Central Secretariat.
5. "Public Private Partnership can bring good governance in developing countries"; Illustrate.
6. Impact of Globalization on Public Administration.
7. Examine the causes for the growth of administrative law.
8. Describe the techniques of judicial control over administration.