

Class 10 Social Political Science Chapter 1

Public Administration An Introduction.

Fill In The blanks

1. The father of Public Administration is Woodrow Wilson.
2. The word Public Administration was first used by Alexander Hamilton.
3. The members of UPSC are appointed by the President of India.
4. the Indian Constitution 315 Article mentions about the State Public Service Commission.

II. Discuss in groups and answer the following questions.

Question 1.

Public administration is very essential at present. Discuss.

Answer:

1. Public administration is a pillar of the government.
2. As the state is evolving from a protective state to a welfare state and from a welfare state to a functioning state.
3. As a result, the scope of public administration is enlarging.
4. The holistic development of human society and the survival of civic society depend on effective public administration.
5. Therefore, public administration has become an essential need in the modern world.

Question 2.

Public administration provides services from to death of a person. Justify the statement.

Answer:

1. The life cycle of a human being depends on public administration.
2. It is the heart of a state.
3. There is no state without public administration.
4. Public administration is the pillar of the government.
5. It serves various functions in the interest of the public.
6. It implements laws and government policies.
7. It is necessary to protect social security.
8. It supports the Legislature and the Executive.

Question 3.

Explain about the types of recruitment.

Answer:

1. An efficient administration is based on an efficient recruitment process.
2. If an efficient, honest, and eligible person is selected to the civil service, the person delivers good public service.
3. Therefore, the recruitment process should be scientific and efficient.
4. Recruitment has two types:
 - **Direct Recruitment:** Recruiting eligible candidates through competitive examinations.
 - **Internal Recruitment:** Selecting eligible in-service personnel to higher positions through promotion.

Question 4.

What is the role of state in maintaining law and order? Explain

Answer:

The primary role of the State Government is to ensure law and order in the State. In order to fulfil this duty, The State

Governments have a police force that will have adequate training and functions. The police department comes under the Home Ministry. Director General Police, SP, CPI, and other police officers perform a major role in maintaining the law and order of the State.



Additional Questions and Answers

Question 1.

Who is known as the Father of Public Administration?

Answer:

Woodrow Wilson.

Question 2.

What is Public Administration?

Answer:

Public administration is the process of implementing government laws and policies and managing the day-to-day affairs of the state.

Question 3.

What is the meaning of the word "Administration"?

Answer:

The word "Administration" is derived from the Latin words '**Ad**' (to) and '**Minis Tiare**' (serve, care, manage).

Question 4.

What is recruitment?

Answer:

Recruitment is the process of selecting suitable persons for suitable posts.

Question 5.

Name the two types of recruitment.

Answer:

1. Direct Recruitment
2. Indirect Recruitment (Promotion)

Question 6.

What is Direct Recruitment?

Answer:

It is the selection of qualified candidates through competitive examinations.

Question 7.

What is Indirect Recruitment?

Answer:

It is the promotion of eligible government employees to higher posts based on qualification and seniority.

Question 8.

Expand POSDCORB.

Answer:

- P – Planning
- – Organising
- S – Staffing

- D – Directing
- Co – Coordinating
- R – Reporting
- B – Budgeting

Question 9.

Where is the headquarters of UPSC?

Answer:

New Delhi.

Question 10.

Where is the headquarters of KPSC?

Answer:

Bengaluru.

Question 11.

Under which Article is UPSC established?

Answer:

Article 315 of the Indian Constitution.

Question 12.

Name any four All India Civil Services recruited through UPSC.

Answer:

IAS, IPS, IFoS, IFS.

Question 13.

Mention the three stages of the Civil Services Examination.

Answer:

1. Preliminary Examination
2. Main Examination
3. Personality Test (Interview)

Question 14.

Mention any two functions of KPSC.

Answer:

1. Conducts competitive examinations for State Government posts.
2. Advises the Government on promotions and disciplinary matters.

Question 15.

Why is law and order important?

Answer:

Law and order ensure peace, security, unity, and development in society.

Multiple Choice Questions (MCQs)

1. Who is known as the Father of Public Administration?

A) Alexander Hamilton

B) Woodrow Wilson ✓

C) Luther Gullick

D) Piffner

2. The term "Public Administration" was first used by:

A) Alexander Hamilton ✓

B) Woodrow Wilson

C) L.D. White

D) FM Marx

3. UPSC is established under:

A) Article 320

B) Article 315 ✓

C) Article 356

D) Article 355

4. The headquarters of UPSC is located in:

A) Bengaluru

B) New Delhi 

C) Mumbai

D) Chennai

5. Which of the following is **not** a function of POSDCORB?

A) Planning

B) Staffing

C) Judging 

D) Budgeting

6. Recruitment through promotion is called:

A) Direct Recruitment

B) Indirect Recruitment 

C) Open Recruitment

D) Temporary Recruitment

7. KPSC headquarters is situated in:

A) Bengaluru 

B) Mysuru

C) Shivamogga

D) Kalaburagi

8. Law and Order comes under the:

A) Union List

B) State List ✓

C) Concurrent List

D) Residuary List

9. Which force protects India's borders with Pakistan and Bangladesh?

A) CRPF

B) BSF ✓

C) CISF

D) RPF

10. Which force protects airports, harbours, and public sector industries?

A) BSF

B) CRPF

C) CISF ✓

D) RPF

11. The administrative head of the Home Department is the:

A) DGP

B) Home Secretary ✓

C) SP

D) CPI

12. The head of a Police Station is the:

A) SP

B) CPI

C) PSI 

D) ASI

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