

Class – IX

Subject – Political Science

Topic – Introduction to Political Science

. PUBLIC ADMINISTRATION AND ITS
SCOPE

Although Public Administration now stands recognized as a separate social discipline, its knowledge is also deemed

as a necessary component of Political Science. Politics is the process of making and implementing authoritative and binding policies, laws, decisions, rewards, deprivations (punishments) and rules. The implementation of these authoritative values is secured by the government through its several departments each of which is headed by a minister (political representative of the people) and a well organized team of civil servants which carries out the assigned work of the department. The sum total of the activities undertaken by the civil servants (who are also called public servants) for giving effect to public policies and decisions of the

government is called Public Administration. Public Administration is the process by which the policies of the government are carried out in society. Public Administration is continuously involved in policy-making, decision-making, planning the work to be done, formulating the goals, working with legislature, directing and supervising employees, providing leadership, determining work-methods and procedures, exercising controls and other functions performed by the public servants. It is the action-part of government, i.e., the system by which the purposes and goals of government are achieved.

Every society has its own political system, an economic system, a culture and also a public administration system. The political system consists of interactions and relationships involved in the struggle for power through which authoritative decisions are made and implemented for the whole society. The economic system consists of all relations and interactions involving money, wealth and resources. The cultural system or culture of a society consists of the values, beliefs, orientations, traditions, symbols, likings and disliking of the people of the society. Public Administration is the system of

executing public policies as formulated by a competent authority. No society is or can be an orderly society without a well-Organised administrative system.

Scope of the Study Public Administration

Scope of Public Administration has been discussed by **Walkert** in two parts:

1. Administrative Theory
2. Applied Administration

1. Administrative Theory.

'Administrative Theory' implies that Public Administration is concerned with the administrative activities of government i.e., its executive, legislative and judicial functions. It includes the structure, organisation, functions and methods of all types of authority engaged in administration, whether national, regional or local and whether executive or ordinary. It also includes planning, programming, and execution of public action, recruitment and problems connected with research, information and public relations. Administrative Theory covers control over administration, financial

administration and issues and problems of personnel administration.

2. **Applied Administration**. According to Walker, the sphere of Applied Administration implies that Public Administration involves the application of all administrative decisions Walker has made an attempt to classify the main forms of Applied Administration on the basis of ten principles.

- **Political'** includes the executive-legislative relationship, politico-administrative activities of the

Cabinet, the ministers and official relationships.

- **Legislation'** includes delegated legislation and preparatory work done by the officials in the drafting of bills for legislative enactment.
- **Financial'** includes the whole of fiscal administration from the preparation of the budget to its execution.
- **Defence'** includes military administration.
- **Educational'** covers all aspects of educational administration.
- **'Social''** or **Social Administration** includes all administration in the social field such as housing, food, social security and employment.

- **Economics' or Economic Administration** includes all administrative activities in all economic fields i.e., industry, agriculture, foreign trade, trade, business, commerce, public enterprises etc.
- **Foreign Administration or International Administration** covers foreign administration which includes international cooperation, international agencies for international peace and prosperity, and diplomacy.
- **Imperial Administration'** covering problems and techniques of imperial domination over other nations .

- Local' or Local Administration covers administration of local bodies.