

MARKING SCHEME OF BSEH SAMPLE PAPER MARCH 2024

SUBJECT : PUBLIC ADMINISTRATION

CLASS : XII

SUBJECT CODE : 598

Q. NO	EXPECTED ANSWER/VALUE POINTS	MARKS
1	President	1
2	Merit	1
3	President	1
4	Chandigarh	1
5	5 Years	1
6	Prime Minister	1
7	Head of the concerned department	1
8	Rajasthan	1
9	1990	1
10	65 Years	1
11	Hyderabad	1
12	Board of Directors	1
13	1853 AD	1
14	Three	1
15	Principle of Ability Promotion is a curiosity in which advancement is automatically achieved.	1
16	Federal government system	1
17	Finance Ministry	1
18	Both (A) and (R) are true and (R) is the correct explanation of (A)	1
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21	Political executive is called such executive which is appointed for some time by election or other means.	2
22	Union, which is called Federation or Federal in English, is actually derived from the Latin word 'fodes', which means treaty or agreement. Hence, the federal government is a permanent organization of some states which is established on the basis of an agreement. When two or more independent states organize a central government to fulfill some common objectives and fulfill the remaining objectives themselves, a federal government is established.	2
23	The Chief Justice of the Supreme Court is appointed by the President in consultation with other judges of the Supreme Court and such judges of the High Court as he considers appropriate.	2
24	1. Departments are directly accountable to the Chief Executive. 2. Generally, department is the largest and highest unit of the administrative hierarchy.	2
25	1. Due to providing more financial freedom to the public corporation than necessary,	2

	<p>sometimes there is a possibility of misuse of funds.</p> <p>2. The management system and offices of the public corporation are not in public contact, direct relation with the public is not established. Nor are they able to get public feedback directly, hence they cannot be considered democratic.</p>	
26	<p>1. The employee is given a higher position than his current position.</p> <p>2. Responsibility of the employee increases.</p>	2
27	<p>Recruitment is a comprehensive activity, by which qualified employees are organized in public administration, they are selected and by appointing them to the posts, the goals set in the administration are achieved. Attracting the attention of suitable candidates to fill the vacant posts. Recruitment does not mean selection, rather, selection is a part of the recruitment process.</p>	2
28	<p>When vacant posts are filled from among the employees or officers working in the service, it is called recruitment done through indirect or promotion.</p>	2
29	<p>Function and Objective:- This has been the traditional and popular basis of departmental organization, according to this, the organization of the department should be on the basis of the objective by which it is inspired.</p> <p>Process:- On this basis, the organization of the department is done keeping in mind the specific professional services. On the basis of the process, the employees of the respective departments are experts who have the ability to work in a specific field.</p>	2
30	<p>Organization:- The appointment of members of the Union Public Service Commission and the members of the Joint Public Service Commission is done by the President. At present the number of members of the Union Public Service Commission is 11 including the Chairman. The number of members of the Joint Public Service Commission is The determination is made by law made by the President. Half of the members are required to have administrative experience of at least 10 years in a service under the Government of India or a State Government. This has been done so that the Commission is a special Can function as an organization.</p>	4
31	<p>Appointment: - In India, the Comptroller and Auditor General is appointed by the President of India.</p> <p>Removal: - The Comptroller and Auditor General can be removed from his post on two grounds like the Supreme Court judgments: - 1 Proven misbehavior 2 Ineligibility On these above grounds, a proposal It should be presented in both the Houses of Parliament in the same session and it is necessary for the House to pass the proposal by a special majority. Because the process of presenting the proposal, inspection and proof of misbehavior and the process of disqualification is decided by the Parliament. Hence the resignation. That process seems extremely complicated.</p>	4
32	<p>Financial administration includes all those functions of public administration, the aim of which is to collect money for the functioning of the government and to spend this money smoothly as per the law. It is the responsibility of financial administration to He should keep in mind that the tax burden on the public should be as much as is necessary, that is, unnecessary tax burden should not be imposed on him. Along with this, the public's hard earned money should be spent in such a way that not even a single penny is wasted. In financial management, Mr. White has identified the executive which requires the funds, the legislature which approves these funds, the offices of the executive which control the funds, and the office of the public official who determines the propriety and legality of the use of the funds. Therefore, financial administration includes all those functions of the government which are related to</p>	4

	collecting public money, spending, making budget, keeping accounts of income and expenditure, transactions of the government and capital and liabilities. This is done by keeping the details of the expenditure and preparing its complete report. Financial administration works to suggest the government to make appropriate cuts in the government expenditure, so that the government does not face any administrative problem from the financial point of view.	
33	<ol style="list-style-type: none"> 1.If any dispute arises between the Center and more than one state, it is decided by the Supreme Court. 2. If there is a dispute on any matter between some states, it is also decided by the Supreme Court. 3. If the government violates or attempts to take away the fundamental rights of any citizen or citizens, the citizen can bring such a case directly to the Supreme Court. 4. If any dispute arises regarding the election of the President or Vice President, it is also settled by the Supreme Court 	4
34	<p>In India, the methods which are used in practice by the Parliament to control the Public Corporation are as follows:-</p> <ol style="list-style-type: none"> 1. By asking questions. 2. By demanding a half-hour debate regarding the corporation . 3. By establishing the corporation By amending the law . 4. By debating the reports of the corporation. 5. By intervening in relation to the corporation at the time when they need money and which they cannot get without the approval of the Parliament. 6. Related to any public corporations By presenting proposals on matters and debating on them . 7. By debating the annual reports of the corporation. 	4
35	<ol style="list-style-type: none"> 1. Supremacy of the Constitution: - Like other federal constitutions, the Constitution of India is the supreme law of the country. No government or institution or person in India is above the Constitution. The source of power of all its institutions is the federal government and the state governments, according to it. Will run my rule 2. Division of powers:- Like other federal constitutions, the Indian Constitution has divided powers between the Union and the States in three lists. 3. Written and rigid constitution:- Another characteristic of the federal government in the Indian Constitution is that the constitution is written and rigid. 4 Dual Governance:- There is a system of dual governance in federal states. In India too, both the federal government and the provincial governments are products of the Constitution. 	4
36	<p>Emergency powers of the President of India: -</p> <p>(1) Emergency arising out of war or external aggression or 'armed rebellion' - According to Article 352, if the security of India or any part of its territory is in danger due to war or external aggression or armed rebellion. If so, then in such a situation the President can declare emergency. The President has the right to withdraw this announcement made by him at any time. But if the Lok Sabha is dissolved at the time of this declaration of emergency or within two months thereafter, then that emergency period will end 30 days after the meeting of the new House. It can continue till the end of the year, if the Rajya Sabha accepts it within the stipulated period of two months. 30 days after the commencement of the meeting of the Lok Sabha, the emergency period can continue only if the Lok Sabha accepts it.</p>	6

	<p>(2) Emergency arising due to failure of constitutional machinery in the states - According to Article 356, if the President, on the report of the Governor, Or if he is satisfied in any other way that such circumstances have arisen that the governance of a State cannot be carried on in accordance with the provisions of the Constitution, then he can declare a period of emergency. , There was a provision in the Constitution that President's rule could be imposed in the state by the Parliament for a period of 6 months at a time. At present, the special provision is that emergency can be continued for a period of more than 1 year only unless a certificate is obtained from the Election Commission regarding the existence of the above mentioned situation.</p> <p>(3) Financial or economic emergency – . According to the constitution Article 360 if the President believes that such a situation has arisen in the country due to which the financial stability or credit of the nation is in danger, then he can declare a financial crisis.</p> <p style="text-align: center;">Or</p> <p>The President has the following legislative powers: - The President is a part of the Parliament: - The Indian Parliament consists of the President, the Lok Sabha and the Rajya Sabha. Convening and adjourning the session of the Parliament: - The President can convene the sessions of both the houses of the Parliament at the same time. Or can convene at different times and can extend and adjourn it. Addressing the Parliament: - The first session of the Parliament and the first session of the year starts with the President's address, in which he throws light on the policies and needs of the government. Nominating some members of Parliament:- The President nominates 12 members to the Rajya Sabha who have achieved fame in the fields of literature, science, art and social service. Dissolution of the Lok Sabha: - The President can dissolve the Lok Sabha before the completion of its term and call for re-election with the advice of the Cabinet. Approval of the Bills: - If the President wants, instead of giving his assent to the bill passed by the Parliament, it can be approved by the Parliament. Can send for reconsideration, but if the Parliament reconsiders and passes that bill again in the original form, then the President has to give assent. Prior approval of the President for presenting some bills in the Parliament: - Some bills in the Parliament Bills cannot be introduced without the prior approval of the President, for example, bills creating new states, changing the names of states. Issuance of Ordinance: - Under Article 123, the President can issue an ordinance. This ordinance comes into force like law. When approved by the Parliament, it takes the form of law.</p>	
37	<p>The defects of Panchayati Raj can be removed by the following measures – Spread of education: - To make local institutions successful, it is necessary for people to be educated so that they are aware of their duties and rights. Training of members: - Panchayati Raj institutions. There should be a complete system of training of the members of Panchayati Raj so that they can perform their tasks properly and take appropriate decisions. Activating the Gram Sabha:- To make the Panchayati Raj successful, the meetings of the Gram Sabha should be held regularly and the citizens of the village should be informed. Government should take interest in its activities. Reduction in government interference: - Local institutions can be successful only</p>	6

	<p>when the government gives more freedom to these institutions and makes arrangements for their performance.</p> <p>More support of funds: - Government introduces new schemes for these institutions. Make and give them a fair amount of money.</p> <p>Regular elections: - Elections of Panchayati Raj institutions should be held regularly after a fixed period, under the supervision of the Election Commission.</p> <p>Panchayati Raj institutions should be given more powers: - Panchayati Raj institutions should get more responsibilities and powers. Panchayati Raj institutions should be given more powers.</p> <p>Positive relations among the institutions of government:- Generally, there should be good and cordial relations instead of conflict between the three level institutions of Panchayati Raj. There should be goodwill among themselves.</p> <p>Skilled and honest employees:- Employees of local self-government institutions are appointed on the basis of merit. It should be based on this and it is also necessary to pay attention to the training of these employees.</p> <p style="text-align: center;">Or</p> <p>Main features of the 73rd Amendment Act: -</p> <p>1. Constitutional recognition to Panchayati Raj institutions: - Before the passing of the constitutional amendment in 73, local self-government institutions were not recognized by the Constitution. Through this amendment, a new part, a new schedule was included and part All the articles mentioned in Article 9 and the 11th Schedule describe the subjects in respect of which powers can be handed over to the Panchayati.</p> <p>2. Three-tier Panchayati Raj System: - Article 243 (b) The three-tier Panchayati Raj system makes every In the state, Gram Panchayat has been formed at the lower level, Panchayat Samiti at the intermediate level and Zilla Parishad at the top level.</p> <p>3. Direct election of members: - Under the new system of Panchayati Raj, the Panchayat area will be divided into different constituencies. And the Panchayat members from these constituencies will be directly elected by the people.</p> <p>4. Reservation of seats: - In the new Panchayati system, arrangements have been made to reserve seats for Scheduled Castes, Scheduled Tribes and women in various Panchayats.</p> <p>5 Tenure of Panchayats: - The tenure of Panchayati Raj institutions will be 5 years. The tenure will start from the date of the first meeting of the Panchayat.</p> <p>6. Functions of the Panchayat: - A total of 29 subjects have been kept in the 11th schedule of the Constitution, on which the Panchayat can make laws. Can perform those functions.</p> <p>7. State Election Commission: - By this amendment, arrangements have been made for the appointment of the State Election Commission. Their appointment will be made by the Governor of the state.</p> <p>8. Establishment of Finance Commission: - It has been made in this That within one year of the coming into force of this amendment the State or the Governor shall appoint a Finance Commission.</p>	
38	<p>There are many types of problems related to the training of public servants which are as follows: -</p> <p>Improper evaluation of training programs: - While making proper evaluation of the training program, the trainer should analyze keeping in mind the objectives of the program. Because the curriculum in the organization is The quantity, number of</p>	6

certificates and number of trained members have no importance in themselves.

Non-cooperation of the legislature: - The legislatures adopt a non-cooperative attitude towards the training program, either they do not prepare the draft and even if they do, they Lately.

Indifference of high level administrators:- There are some high level administrators who do not pay any attention towards training and consider it as a useless thing and they will also pressurize other people present in the organization to support their opinion.

Lack of proper coordination: - An important problem of training is that there is no proper coordination between the work and training work of public servants.

Excessive work load: - The work load on the employees is high and it is very difficult for them to find time for training. It is difficult. No other employee does the work to be done during the training.

Lack of funds: - It is also seen that many times the government lacks funds to conduct the training works. Due to which the actual implementation of the training gets hampered. Objectives are destroyed.

Problem of determining the curriculum for in-service training:- The problem of determining the curriculum for in-service training is also a very serious problem.

Or

Formal and Informal Training:- Formal training is done under the guidance of an expert. It also includes realistically prepared study curriculum and lectures, seminars, workshops, group discussions, conference work, projects etc.

Short term and long term training:- These two types of training are divided on the basis of duration of training. The duration of training depends on the subject matter of the training course, the nature of the service and the requirements of the government. If the course is for a few weeks or months then This would be called short-term training compared to long-term training that lasts several months, even years..

Pre-entry, in-service and post-entry training: - If training is given to an employee or officer before joining a service or job, then it is called pre-entry training. Training involves preparing newly recruited employees for services. Post-Entry Training Training is given after entering the service. This training makes the employee more professionally competent and qualified.

Central and departmental training: - When an employee Training is provided by a specific department to increase the work efficiency of its employees, keeping in mind its specific goals, then it is called departmental training. Its main focus is to fulfill the goals of the department, but sometimes the central Training is provided to officers of many departments by the training agency which is called central training.

Work skills and background training:- The purpose of background training is to broaden the mindset and knowledge of the employees and to provide the employees with knowledge of the social, economic, political and administrative background of the country, but when its purpose is to prepare the employees for a specific job. If the condition has to be improved, then it is called efficiency training, in which knowledge of special skills, techniques etc. is provided.

Orientation training: - In this, new entrants should know about the functions of their organization, its methods, rules. Under this Efforts are made to adapt the employees to their organization and its work practices.