

Public Administration

①

Administration of the state in the ancient and Medieval periods in both the East and the West was authoritarian, patriarchal and elitist in character. Maintenance of law and order, collection of revenue etc were its compulsory functions whereas welfare activities were purely incidental or optionally undertaken. Administrators were small in number, selected entirely at the discretion of the monarch and their official status was no better than the personal servants of the King.

It was only with the rise of modern Welfare states and the multiplication of state functions in the nineteenth century that the old patriarchal hereditary state officialdom was replaced by a public bureaucracy, recruited on the basis of public laws, performing largely within a legal framework, tasks which were becoming more and more public oriented. The present era is that of the administrative state.

~~All~~ All Mass movements since the eighteenth century have contributed to the increasing volume, variety and scope of Public Administration. The industrial and commercial revolutions brought fort into industry and commerce.

Nationalism, imperialism and internationalism widened the scope of state functions while increasing population, urbanisation, public communications and mobility diversified governmental activities.

The evolution of democratic, totalitarian and socialist ideas transformed the concept of SMT.

Public Administration is indispensably present in all states, be they Capitalist, Socialist or developing in nature.

Modern public administration has usurped more and more functions within its scope. Besides law and order, revenue collection and security functions, it operationalizes a vast array of public laws, provides public services like post and telegraphs and transport facilities in cities and towns, and is the main instrument of socio-economic transformation in developing societies.

The scope and importance of public Administration increases ① increasing societal complexity, specialisation and differentiation.
The relative decline of other societal institutions like extended family, religion etc in the present age which took care of the individual's material and spiritual needs earlier, has largely led to this over-dependence on the state.

Gerald Caiden has listed the following crucial roles as assumed by public Administration in contemporary society —

- ① preservation of the peace
- ② Maintenance of stability and order
- ③ institutionalisation of social-economic change
- ④ management of large scale commercial services
- ⑤ ensuring growth and economic development
- ⑥ protection of weaker sections of society
- ⑦ formation of public opinion
- ⑧ influencing public policies and political trends.

- (3)
- Administration** :- Meaning & definition -
- Pub. Ad is the management of affairs of the govt at all levels national, state and local. It is a branch of the wider field of administration.
- M. Marx — "Administration is determined action taken in pursuit of a conscious purpose. It is the systematic ordering of affairs and the calculated use of resources aimed at making those things happen which one wants to happen".
- J. M. Pfiffner — "Administration is the organization and direction of human and material resources to achieve desired ends".
- Therefore, the two essentials of administration -
- ✓ ① cooperative effort ② pursuit of common objectives.
- ✓ Public Administration is any kind of administration in the public interest (government administration).
- ✓ Administration of private enterprises is known as private administration.
- L. D. White — "Pub. Ad. consists of all those operations having for their purpose the fulfilment or enforcement of public policy".
- Woodrow Wilson — Pub. Ad is detailed and systematic application of law.

F.A. Nigro -

- Pub Ad - ① is cooperative group effort in a public sector.
- ② ~~Covers all three branches - executive, legislative, & judicial~~ and their ~~interdependent~~ interrelationships.
- ③ has an important role in the formulation of public policy and is thus a part of the political process.
- ④ is more important than, and also different in significant ways from private administration.
- ⑤ as a field of study and practice has been much influenced in recent years by the human relations approach.
- ⑥ is closely associated with numerous private groups and individuals in providing services to the community.
- ✓ Pub Ad is the non-political bureaucratic machinery of the govt for implementing its laws and policies in action, e.g., the collection of revenues, maintenance of law and order, running the railways and postal services, maintaining an army, running schools and hospitals. These all are acts of pub Ad.

✓ Pub Ad -

- ① the formulation and implementation of public policies
- ② the executive branch of govt
- ③ organisational structures and machinery of administration
- ④ administrative processes
- ⑤ bureaucracy and its activities
- ⑥ coordination of group activity or social relationship
- ⑦ interaction between organisations and their environment.

Public and Private Administration

(5)

A group of thinkers, like Urwick, Follett and Fayol, are of the view that administration is an invisible entity and its basic principles are applicable equally to all organisations whether public or private.

① The activities performed by govt agencies are defined as public administration, there are many private agencies which also perform tasks which are strictly public service or welfare oriented.

Conversely, there are many tasks performed by the govt bureaucracy which may be of a private nature.

② Methods and work procedures may be common to both public and private administration.

Accounting, statistics, office management and procedures and stock taking are problems of administrative management common to both public and private administration.

There are certain fundamental differences between public and private administration.

✓ The major points of difference are in the spheres of "uniformity and impartiality, responsibility, accountability and serviceability".

✓ The four main principles which differentiate public from private administration are —

- ① Uniformity of treatment
- ② External financial control
- ③ Ministerial responsibility
- ④ Marginal return/profit motive

The popular idea of pub Ad is that it's bureaucratic, characterised by red tapism, inefficiency and inertia. Whereas private administration is efficient and businesslike.

Difference between pub and private AD —

① Political direction or ministerial responsibility —
in most policy matters.
minister / Bureaucrat

② Profit motive or marginal return
pub Ad is service oriented and profit making is not its goal.
primary motive is always public service.

③ Social Necessity
pub Ad caters to social needs and public utilities.

It maintains railways to facilitate movement of goods and passengers.

④ Public responsibility
Pub Administrators are trained and duty-bound to respect the wishes of the public and cater to their needs.

⑤ Uniformity of Treatment

Pub Ad should be consistent in procedure and uniform in its pub dealings.

⑥ Conformity to law and Regulations

The public administrators cannot do anything contrary to, or in excess of legal powers.

It has to function within the legal framework, it can never break the law.