

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	Pfiffner	1
3	New Dehli	1
4	President	1
5	5 Years	1
6	President	1
7	All the above	1
8	All the above	1
9	Supreme Court	1
10	All the above	1
11	Mussoorie	1
12	President	1
13	Direct Recruitment	1
14	Chief Minister	1
15	5 years	1
16	Rajasthan	1
17	Parliament	1
18	Both (A) and (R) are true and (R) is the correct explanation of (A)	1
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21	The real executive is that which actually exercises the powers of the executive. In India, the Prime Minister and the Council of Ministers and the President of America are the real executive.	2
22	1.Weakness of the Central Government. 2.Disputes between the Center and States . 3. Lack of administrative uniformity.	2
23	1.To protect the fundamental rights of citizens . 2. Interpreting and defending the Constitution.	2
24	Federal departments are formed to fulfill different types of objectives. These departments are divided into many sub-departments, that is why they are also called multiple departments.	2
25	1. The biggest quality of public corporations is its autonomy and flexibility. 2. Only business and technical services of the government are used in the corporate system.	2
26	On the basis of structure it can be divided into two parts: -	2

	<p>1. Unitary departments:- Which are formed to fulfill a specific purpose.</p> <p>2. Federal departments:- Which are formed for different purposes.</p>	
27	<p>1. Recruitment is an important process of the organization by which qualified candidates are attracted to the organization.</p> <p>2. In the recruitment process, eligibility is determined through competitive examinations.</p>	2
28	There are two types of recruitment – direct recruitment and indirect recruitment.	2
29	The merit principle of promotion emphasizes on promoting only meritorious, talented and capable candidates. This principle is the opposite of seniority.	2
30	<p>1. In all matters related to methods of recruitment.</p> <p>2. Principles of appointment, promotion and transfer.</p> <p>3. In matters related to pension.</p> <p>4. All claims made against the Government in the capacity of service.</p>	4
31	<p>Removal: - The Comptroller and Auditor General is removed from his post on two grounds like the Supreme Court judgments: - 1 Proven misbehavior 2 Disqualification. The proposal should be presented in both the Houses of the 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 misconduct and the process of disqualification is decided by the Parliament. :The process of dismissal appears to be extremely complex.</p>	4
32	<p>Parliament controls the budget in the following ways –</p> <p>1. The government cannot impose any tax without the approval of the Parliament.</p> <p>2. The approval of the Parliament is taken on the Finance Bill.</p> <p>3. Parliament has the power to investigate irregularities related to financial administration. Power is available .</p> <p>4. Parliament's approval is mandatory on the Appropriation Bill.</p> <p>5. Without the approval of Parliament, the government cannot withdraw money from the Consolidated Fund and the Contingency Fund.</p> <p>6. The budget is controlled by the standing committees of Parliament.</p> <p>7. Supplementary grants, Parliament's approval is necessary on demands like additional grant, re-appropriation, grant.</p> <p>8. Parliament exercises control through the report of the Comptroller and Auditor.</p>	4
33	<p>1. He should be a citizen of India.</p> <p>2. He must have been a judge in a High Court for at least 5 years.</p> <p>3. He must have been an advocate in a High Court for at least 10 years.</p> <p>4. He should be a famous jurist in the eyes of the President.</p>	4
34	<p>In India, Parliament exercises control over the corporations in the following ways –</p> <p>1. By asking questions.</p> <p>2. By amending the law establishing the corporation.</p>	4

	<p>3. By demanding a half-hour debate regarding the corporation.</p> <p>4. Related to any public corporations By presenting proposals on matters and considering them .</p> <p>5. By debating the accounting reports of the corporation.</p> <p>6. By demanding a two-hour debate on any subject of urgent public importance</p> <p>7. By debating the reports received from parliamentary committees.</p> <p>8. By interfering with the corporations when they require money, which they cannot get without the approval of Parliament.</p>	
35	<p>1. Establishment of a powerful state:- With the establishment of the Union Government, a powerful Union State is established by merging small states.</p> <p>2. More efficiency in government:- Due to division of powers and work areas among the central and states in the Union Government, the administrative efficiency of the governments increases.</p> <p>3. Useful for big states:- Union government is suitable for states with high population and diversity.</p> <p>4. More democratic:- In this, institutions of democracy are more organized at every level.</p>	4
36	<p>Powers and functions of the Prime Minister</p> <p>As the head of the Council of Ministers: - He appoints the ministers, distributes the portfolios among the ministers, presides over the cabinet meetings, it is his responsibility to maintain unity and harmony among the ministers.</p> <p>Prime Minister As advisor to the President: It is the duty of the Prime Minister to inform the President regarding various decisions of the Council of Ministers and proposals for law making related to the administration of the Union Government. The President makes appointments to various posts only on the advice of the Prime Minister and Dissolves the Lok Sabha.</p> <p>Prime Minister as the leader of the Lok Sabha: The Prime Minister, being the leader of the Lok Sabha, provides leadership to the Parliament. It is his responsibility to maintain the dignity and prestige of the Lok Sabha. He is the main speaker of governance in the House.</p> <p>Prime Minister as the maker of foreign policy: The foreign policy of the country is guided by the Prime Minister. Establishing relations with foreign countries, making peace, trade and cultural treaties is possible only as per his wish.</p> <p>Prime Minister as economic policy maker :- The Prime Minister of India is the ex-officio Chairman of the Planning Commission, hence the planned development takes place under his guidance. The Prime Minister has a decisive role in budget making. The Prime Minister's advice is the main factor behind the final decisions regarding providing financial assistance to the states.</p> <p>Prime Minister as the leader of public opinion: The Prime Minister is not only the leader of the ruling party but also of the entire public opinion, hence by getting the confidence, majority and popularity of public opinion in his favor, he plays a very powerful role.</p> <p style="text-align: center;">Or</p> <p>Policy formulation:- The work of the Council of Ministers is to solve the socio-economic, political and other problems of the nation, determine the national policy and develop the country.</p>	6

	<p>Establishing relations with foreign countries:- The Cabinet itself establishes relations with other countries according to its foreign policy. and makes treaties and agreements with other countries. Decisions regarding declaration of war and peace are made by the Council of Ministers.</p> <p>Legislative powers; - The Cabinet also has legislative powers. Most of the bills in the Parliament are introduced by the Council of Ministers. and laws are made as per his wish.</p> <p>Financial Powers:- First of all, the decision about the budget is taken in the Cabinet and in the Parliament, only the Minister presents the budget and other money bills and proposes new taxes, reduction or increase in old taxes or Proposals to abolish them, etc. bills are decided by the Council of Ministers.</p> <p>Appointments: - Major appointments made in the country like Governor, Judge, Ambassador, various chairpersons and members, Election Commissioner etc. are made by the President only as per the advice of the Cabinet.</p> <p>Decision of crisis situation: - Only the Cabinet decides whether a crisis situation is likely to arise or has already arisen. Thus, in practice, the President's crisis powers are also used by the Cabinet only.</p>	
37	<p>The importance of Panchayati Raj becomes clear from the following things: -</p> <p>People's self-governance: - Every adult citizen of the village, being a member of the Gram Sabha, participates in the elections of the Gram Panchayat. The Gram Panchayat is responsible for administrative, social welfare, development and Panchayat does all the work related to justice. In this way, in reality, we rule ourselves and there is no better government than our own rule.</p> <p>Knowledge of rights and duties: - With the establishment of Panchayati Raj, the villagers know about their duties and rights. They are much more conscious than before and now take interest in village development and election related matters by participating in village Gram Sabha meetings.</p> <p>Education of Administration:- Panchayati Raj is the best means of imparting education of administration to the uneducated and less educated people of the village. Panchayati Raj also gives an opportunity to the village people to make rules, implement them, make and implement development plans and administer justice.</p> <p>Development of agriculture and economic progress: - With the establishment of Panchayati Raj, there has been a lot of development of agriculture in the villages. The institutions of Panchayati Raj provide good quality seeds to the farmers with the help of government officials and employees, scientific agriculture and latest agricultural equipment. Keeps giving information about. All this has become possible as a result of Panchayati Raj.</p> <p style="text-align: center;">Or</p> <p>Formation:- Gram Sabha is established in every village of Haryana whose population is 500 or more. For this purpose, there is a provision for villages with population less than this to establish a joint Gram Sabha with any adjacent village. All citizens above 18 years of age are members of the Gram Sabha. The President of the Gram Sabha is the Sarpanch, who is elected by the members of the Gram Sabha from among themselves through the direct election system. He is the head of the Gram Sabha. Convenes meetings twice a year. The quorum for the meetings of the Gram Sabha has been fixed at 1/10 of the total number.</p> <p>Functions and powers of the Gram Sabha</p>	6

	<ol style="list-style-type: none"> 1. The Gram Sabha prepares and passes the budget for the whole year keeping in mind its sources of income. 2. Gram Panchayats propose to impose various types of taxes and fees to give practical shape to their programs, the approval of which is taken from the Gram Sabha. 3. Elects the head of Gram Sabha, members of Gram Panchayat and Nyaya Panchayat. 4. Village Gram Sabha prepares various types of plans for the development of its area, which are implemented by the Gram Panchayat. 5. An important function of the Gram Sabha is to consider the investigation report of the expenditure incurred by the Panchayat. The expenditure incurred by the Gram Panchayat in a year is audited at the end of the year, a report of which is sent to the Gram Sabha. The Assembly considers the report to it at another meeting. 	
38	<p>Increase in work efficiency:- Training not only gives a person the knowledge of the art of doing the work properly, but it also increases his efficiency. This development naturally indicates the increase in work efficiency.</p> <p>Development of Responsibility:- Training in public services reflects a feeling by which a clear sense of conscious responsibility is developed in the mind of the public servant.</p> <p>Knowledge of the art of working:- The objective of training is precisely to develop a kind of Strengthens the curiosity and attitude to do the work. Training gives opportunities to teach and acquire the art which gives an opportunity to complete a work.</p> <p>To increase scientific knowledge: - It means that the process by which the work is accomplished. There should not be any kind of opposition or deadlock in it. The knowledge related to that process develops scientific talent in him, due to which the innate feeling of analysis of every object and subject comes alive.</p> <p>To develop flexibility:- There are changes in the policies and programs of various government departments from time to time, hence the objective of training is to develop such flexibility among the employees.</p> <p>To develop public servants;-The most important objective of training is to develop such public servants Which can bring clarity in the work of administration.</p> <p style="text-align: center;">Or</p> <p>Training by Experience:- When an employee learns something from his work through experience, it is called experience based training. In this way he keeps learning something from his work experience. As time passes, the person keeps learning the techniques of administration. And keeps improving his working style.</p> <p>Training through conference; - This method of training is very popular. A group of trainees selected from departments discuss various problems in the conference. Trainees learn something from each other through ideas and experience. I</p> <p>Training through communication: - In this method of training, employees are told about the rules of their department. The head of the department sends information to the employees about their duties, responsibilities, rights.</p> <p>Use of audio-visual aids: - For training Through this method, employees are given various types of theoretical and practical knowledge related to their work through photographs, films, television, radio, tape recorder and video. Training through video films is becoming very popular now a days.</p>	6

	<p>Training through formal means :- In the method of training, senior officials of the administration and subject experts give lectures to the trainees. At the time of formal training, necessary written instructions, information, manuals etc. are given to the trainees. In this type of training, films, audio-visual equipments and computers are used.</p>	
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