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PAPER - I

Administrative Theory 1. Introduction:

Meaning, scope and significance of Public Administration; Wilson's vision of Public Administration; Evolution of the discipline and its present status; New Public Administration; Public Choice approach; Challenges of liberalization, Privatisation, Globalisation; Good Governance: concept and application; New Public Management.

2. Administrative Thought:

Scientific Management and Scientific Management movement; Classical Theory; Weber's bureaucratic model – its critique and post-Weberian Developments; Dynamic Administration (Mary Parker Follett); Human Relations School (Elton Mayo and others); Functions of the Executive (C.I. Barnard); Simon's decision-making theory; Participative Management (R. Likert, C. Argyris, D. McGregor).

3. Administrative Behaviour:

Process and techniques of decision-making; Communication; Morale; Motivation Theories – content, process and contemporary; Theories of Leadership: Traditional and Modern.

4. Organisations:

Theories – systems, contingency; Structure and forms; Ministries and Departments, Corporations, Companies, Boards and Commissions; Ad hoc and advisory bodies; Headquarters and Field relationships; Regulatory Authorities; Public - Private Partnerships.

5. Accountability and control: Concepts of accountability and control;

Legislative, Executive and Judicial control over administration; Citizen and Administration; Role of media, interest groups, voluntary organizations; Civil society; Citizen's Charters; Right to Information; Social audit.

6. Administrative Law:

Meaning, scope and significance; Dicey on Administrative law; Delegated legislation; Administrative Tribunals.

7. Comparative Public Administration:

Historical and sociological factors affecting administrative systems; Administration and politics in different countries; Current status of Comparative Public Administration; Ecology and administration; Riggsian models and their critique.

8. Development Dynamics:

Concept of development; Changing profile of development administration; 'Antidevelopment thesis'; Bureaucracy and development; Strong state versus the market debate; Impact of liberalisation on administration in developing countries; Women and development - the self-help group movement.

9. Personnel Administration:

Importance of human resource development; Recruitment, training, career advancement, position classification, discipline, performance appraisal, promotion, pay and service conditions; employer-employee relations, grievance redressal mechanism; Code of conduct; Administrative ethics.

**PUBLIC ADMINISTRATION
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- ✓ was initiated by UNESCO (United Nations Educational, Scientific and Cultural Organisation) in 1970
 - ✓ under Man and Biosphere Programme (MAB).
 - ✓ purpose → was to obtain international cooperation for their conservation and research.
 - ✓ Man and Biosphere programme → Intergovernmental Scientific Programme
 - ✓ to study our impact on nature and how it can be minimized.
 - ✓ It was launched in 1971. Popularly referred to as MAB.
 - ✓ The Biosphere Reserve Programme is guided by UNESCO Man and Biosphere (MAB) programme as India is a signatory to the landscape approach supported by MAB programme.
 - ✓ A scheme called Biosphere Reserve is being implemented by Government of India since 1986.
 - ✓ financial assistance -90:10 to North Eastern Region States and three Himalayan states
 - ✓ 60:40 to other states for maintenance, improvement and development of certain items.
 - ✓ State Government prepares the Management Action Plan which is approved and monitored by Central MAB Committee"

About United Nations Educational, Scientific and Cultural Organisation (UNESCO)

- ✓ UNESCO → specialized agency of the United Nations (UN) based in Paris.
 - ✓ Its declared purpose is to contribute to peace and security by promoting international collaboration through educational, scientific, and cultural reforms in order to increase universal respect for justice, the rule of law, and human rights along with fundamental freedom proclaimed in the United Nations Charter.
 - ✓ UNESCO pursues its objectives through five major programs: education, natural sciences, social/human sciences, culture and communication/information.
 - ✓ world cultural and natural heritage (World Heritage Sites) and to preserve human rights, and attempts to bridge the worldwide digital divide.
 - ✓ It is also a member of the United Nations Development Group.
 - ✓ India was re-elected as member of executive board of United Nations educational, scientific and cultural organization (UNESCO).
 - ✓ Executive board is UNESCO's top decision-making body.

Objectives of Biosphere Reserves

- ✓ In-situ conservation of biodiversity belonging to natural, semi-natural ecosystems and landscapes.
 - ✓ Contribution to sustainable economic development of the human population housed within and around.
 - ✓ Provide logistical facilities for long term ecological studies, environmental education and training and research and monitoring

Biosphere Reserves of India

 - ✓ MoEF → provides financial assistance to State governments for conservation of landscape, diversity and cultural heritage.
 - ✓ Ministry also provides support for research, monitoring, education and information exchange of the respective biosphere reserve.
 - ✓ 18 Biosphere Reserves in India.
 - ✓ These biosphere reserves often include one or more National Parks and Reserves, along buffer zones that are open to some economic uses.

- ✓ protection is granted to the flora and fauna

- ✓ site must contain an effectively protected and minimally disturbed core area of value of nature conservation.
 - ✓ The core area should be able to sustain viable populations representing all trophic levels in the ecosystem.
 - ✓ The area should have potential for preservation of traditional tribal or rural modes of living for harmonious use

of the environment

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