Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 100
Development Management (PA. 520)   Time : 4 hrs.

Section "A"
(Long Answer Questions)

Attempt any TWO questions.

1. Describe the major events that influenced the emergence of the concept of development administration and also identify the basic themes of development management.

2. What do you understand by social change? Describe the role of public administration in social change.

3. What, in your opinion, are the basic essences of decentralisation? Explain and also suggest guidelines for effective decentralisation.

Section "B"
(Short Answer Questions)

4×12.5=50

Attempt any FOUR questions.

4. How do you examine the roles of government and NGOs in a partnership? Describe.

5. What, in your opinion, are the important considerations in developing the capabilities of the political system? Explain.

6. Describe the political barriers to nation building.

7. Show your acquaintance with the value of human resource development in the context of competitive environment.

8. How do you relate administrative culture with the performance of the administrative system? Explain.

9. What in your opinion, are the basic considerations regarding empowerment of the community for development? Describe.

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 100
Public Policy (PA.530)   Time : 4 hrs.

Section "A"
(Long Answer Questions)

2x25=50

Attempt any TWO questions.

1. Examine the concept of public policy. Explain the analytical approaches to the study of public policy.

2. "The preferences of the majority constitute an important basis of determining policy in a democracy." Explain the statement in light of the importance of public opinion in policy making.

3. "Policy cycle constitutes an ongoing dynamic process covering policy phases and analytical procedures." Explain.

(Short Answer Questions)

Attempt any FOUR questions.

4. What are the basic assumptions of group theory of policy making? Explain.

5. Describe the important aspects that need consideration in agenda setting.

6. "The po... making is influenced by the overall socio-economic conditions." Elucidate.

7. "Policy implementation is a process that involves negotiation and agreement and that result from the interactions of implementing actors and agencies with the actors who are affected." Explain this statement.

8. Describe the characteristics of policy evaluation and also state the differences between monitoring and evaluation.

9. Explain the forms of policy transfer.

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 50
Organizational Behaviour (P.A. 560)   Time : 2 hrs

Section "A"   1x25=25
(Long Answer Questions)

Attempt any ONE question.

1. Examine the concept of organisational behaviour and show its importance in the present context.

2. "To cope with changing environment, to become successful and gain competitive advantages learning is essential in human and organisational life." Keeping the statement in mind explain different theory of learning and significance of learning for individual and organisation.

Section "B"   2×12.5=25
(Short Answer Questions)

Attempt any TWO questions.

3. Explain the role of technology in today's organisation and also stress on its impact in O.B.

4. Define equity theory of motivation and points out its negative and positive aspects.

5. Show the importance of leadership and also state the emerging approaches to leadership.

6. Why do people resist change? Suggest some ways to overcome resistance to organisational change.

Tribhuvan University, 2069

Master Level /1 Year/ Public Administration   Full marks : 100
Fundamentals of Public Administration (PA.510)   Time : 4 hrs

Section "A"   2x25=50
(Long Answer Questions)

Attempt any TWO questions.

1. Describe briefly the features of modern public administration and distinguish it from other disciplines.

2. Sketch briefly the growth of public administration and state its recent trends.

3. Why the context of globalisation is so essential in the contemporary study in public administration? What is its relationship with the multi-cultural environment?

Section "B"   4×12.5=50
(Short Answer Questions)

Attempt any FOUR questions.

4. How human relation theory of Elton Mayo differs from F.W Taylor's scientific management theory? Explain.

5. On the basis of your theoretical background state why public administration is called public management.

6. Write shortly the contribution made by F.W. Riggs in the ecology of public administration.

7. What is delegated legislation? Explain.

8. What is participative management? How is it applied in the practical field of public administration?

9. What are the major governance agendas of 21st centuries? Describe.

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 50
Human Resource Management (PA 550)   Time : 2 hrs

Section "A"   1×25=25
(Long Answer Questions)

Attempt any ONE question.

1. Show your acquaintance with the evolution of Human Resource Management in the public sector.

2. Describe the concept and the process of performance management in the context of Human Resource Management.

Section "B"   2×12.5=25
(Short Answer Questions)

Attempt any TWO questions.

3. State the uses of job analysis.

4. Define socialization and discuss its process.
5. Discuss the differences between salary and benefits.
6. Describe the major components of conduct and discipline system.

Tribhuvan University, 2069

Master Level - Year/ Public Administration   Full marks : 100
Public Personn Administration & Organization Behaviour (PA.530)
  Time : 4 hrs

Attempt any FIVE questions selecting at least TWO from each group.

Group "A" (Public Personnel Administration)

1. Examine the growth of public personnel administration.
2. How do you examine the concept of job analysis? Explain the uses of information from job analysis for human resource management activities.
3. Describe the problems in appraising performance and also state the solutions to avoid appraisal problems.
4. Explain the collective bargaining process.
5. Write short notes on any TWO:
   a. Relevance of HRD policy
   b. Career system
   c. Personnel research

Group "B" (Organizational Behaviour)

6. Examine the concept of organisational behaviour and also state its contributing areas.
7. Show your acquaintance with 'motivation' as an impotent aspect of organisational behaviour and state the contributions of process theories of motivation.
8. What do you understand by conflict in organisation? Describe the major approaches to managing conflict.
9. Write short notes on any TWO:
   a. S - OR technology
   b. Communication barriers
   c. Organisational culture

Tribhuvan University, 2069

Master Level /J Year/ Public Administration   Full marks : 50
Research Methods in Public Administration (PA.540)   Time : 2 hrs.
Attempt any FOUR questions.

1. Price of a certain commodity in ninety different days in a year were collected and presented in a table as follows:

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Price in Rs.	20-25	25-30	30-35	35-40	40-45	45-50	50-55
No. of days	8	22	32	18	5	3	2

(i) What is the mean and standard deviation of the price of the commodity?

(ii) On the basis of these 90 sample days prices, test whether the mean price of the commodity in the year is 38 Rs.

2. The following calculations have been made for monthly expenditure in thousands Rs.(X) and saving in hundred Rs.(Y) of 30 middle class families of a certain locality.

$\Sigma X=2352$	$\Sigma X^2 = 192756$	$\Sigma Y = 742$	$\Sigma Y^2 = 20216$	$\Sigma XY = 54482$

(i) Find the coefficient of correlation between expenditure and saving and interpret the result.

(ii) Develop the regression equation of saving on expenditure and estimate the saving of a family whose monthly expenditure is Rs. 14 thousand.

3. (a) Jyoti has applied for a job in three different organisations in which a single post is vacant in each organisation. There are five, six and four candidates in first, second and third organisations respectively. If the selection of candidate in each organisation is independent from the others, what is the probability of selecting Jyoti?

   i. In at least one organisation,

   ii. In non of the three organisations and

   iii. Only in third organisation.

   (b) Age of Nepal Government employees in a certain district is normally distributed with a mean of 49 years with a standard deviation of 5 years. If there are 600 Government employees in that district, now many employees have age

   i. Less than 40 years,

   ii. Between Rs.40 to 55 years,

   iii. More than 55 years.

4. (a) What sample size would be necessary to estimate the average tiffin food expenditure by the non-classified government employees, if it is specified that there be 95% confidence that the error in the estimate will not exceed Rs.5. Previous records show that the standard deviation in the tiffin food expenditure is Rs.25. What changes would you find in the sample size if the confidence level was changed to 99%?

   (b) It is believed that the proportion of tea drinker is higher in eastern development region than those in western development region. In a sample of 560 persons of eastern development, 455 are found to

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be tea drinkers. In another sample of 450 persons from western development, 345 found to be tea drinkers. Test the belief at .01 level of significance.

5. Federation of Industry and Commerce would like to compare the quality of two well known cement industries by taking samples of cement bags supplied by these two industries. The Federation then takes a random sample of 13 and 16 cement bags from first and second industry and summaries the weights in kg. as follows:

Industry	Sample size	Sample mean $(\bar{x})$	Sum of squares of deviation from mean $\Sigma(x-\bar{x})^2$
I	13	47.88	4.23
II	16	49.97	7.39

Is there any significant difference in the quality of cement bags of two industries (i) in terms of the mean weight (ii) in terms of the variability of the weight?

[Table values of t at 0.05 level of significance for 27 and 28 df are 2.052 and 2.048 respectively. Table values of $F_{0.05}$ (12, 15) is 2.48 and $F_{0.05}$ (15, 12) is 2.62]

6. Twenty two government officers from four different ministries were participated in a month long training programme. The organiser of the training programme evaluates the performance of the participants. The score of participants along with their associated ministries are given below:

Ministry A :	28, 40, 29, 32, 35, 38
Ministry B:	23, 24, 30, 31, 34, 21
Ministry C :	24, 20, 25, 36, 32
Ministry D :	21, 25, 21, 20, 30

Use the Kruskal - Wallis H test at .05 level of significance to test the hypothesis that the performance of the officers of four ministries is the same.

(Table value of the test statistic at .05 level of significance for three degree of freedom is 7.815)

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 50

Administrative Law (PA.5.50)   Time : 2 hrs.

Attempt any THREE questions.

1. Administrative Law is taken as a control mechanism to public administration. Discuss.

2. What are the differences between Administrative and Judicial functions?

3. Write an essay on delegated legislation and its con mechanism.
4. What is judicial review?
5. Write short notes on any TWO:
   a. The Rule of Law
   b. Droit Administratif
   c. Ombudsman

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 100
Development Administration (PA.520)   Time : 4 hrs.
Old Course
Attempt any FIVE questions.

1. Define development administration and state its importance or social change and nation building.
2. Describe briefly the role of Comparative Public Administration Group in the development of modern public administration.
3. Critically assess the theory of prismatic society modelled by F.W Riggs and show whether it is relevant in the contemporary world.
4. Establish a relationship between decentralisation and people's participation. How these can support for sustainable development.
5. Assess briefly the history of administrative reform in Nepal. Are these reforms successful in Nepal?
6. Identify the types of resources available in Nepal's development and state how the crunch of resources be overcome.
7. What is the difference between human resource development and human resource management? Is Nepal's human resource poorly developed or poorly managed?
8. What are the basic issue of gender balance? How gender be mainstreamed for development?
9. Write short notes on any TWO:
   a. Critique of development administration
   b. Causes of bureaucratic frustration in Nepal
   c. Recent population policy of Nepal

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 100
Fundamentals of Public Administration (PA.500)   Time : 4 hrs.
Old Course
Attempt any FIVE questions.

1. What do you mean by Public Administration? Differentiate it with that of Private Administration.

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2: 'Public Administration is different from other societal institutions.' In the light of above statement discuss the peculiar nature of Public Administration.

3. Critically examine the contingency approach in the present context.

4. Discuss the recent trends in Public Administration.

5. Examine critically the principle conclusions that have been drawn from the Hawthorne experiments.

6. 'The power of bureaucracy stems largely from its technical knowledge.' Examine the attributes of bureaucracy in the light of above statement.

7. Explain the major contribution of F.W. Taylor in the field of classical management.

8. What do you mean by 'good governance'? Whether it is donor-driven aid conditionally or need of a developing country?

9. Write short notes on any TWO:
   a. New Public Administration   b. Less governance
   c. Management by exception

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 50
Fundamentals Financial Administration (PA. 540)   Time : 2 hrs.
Old Course

Attempt any FIVE questions.

1. Define public finance and discuss its functional areas.

2. Explain the concept of equity in taxation. Which principle of tax do you justify for equity?

3. State briefly the 'Principle of Maximum Social Advantage' and discuss its limitations in application.

4. Highlight the importance of fiscal policy in promoting economic growth and minimisation of inequality with reference to Nepal.

5. Write short answer questions on any TWO:
   a. Explain the canons of taxation.
   b. Why public debt is necessary and what are its sources? Explain.
   c. Explain reasons for growth in public expenditure.

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 100
Research Methods in Public Administration (PA.510)   Time : 4 hrs.
Old Course

Attempt any EIGHT questions selecting at least THREE from each group.
Group "A" (Research Methodology)

1. What is research report? Discuss the various procedures that should be

adopted in preparing a final research report.

2. For conducting an independent opinion survey for an issue, what design do you want to follow? Give your reasons for it.

3. What would go wrong in a study if one cannot identify researchable problem? How do you select problem for the study? Discuss.

4. What is significance of research design to conduct a study? Is it not possible to undertake study without it? Describe the characteristics of a good research design.

5. What is primary data? Discuss the methods of collecting primary data.

6. Write short notes on any TWO:
   a. RRA for data collection
   b. Research Hypothesis
   c. Quantitative data analysis techniques

<div align="center">Group "B" (Statistical Methods)</div>

7. Royal Drug Limited produces saline water bottles. On the average 1 in 1000 bottles is defective. The bottles are packed into boxes containing 100 bottles. A medical store buys 25 boxes from Royal Drug Limited. Using Poisson distribution find how many boxes will contain

   (i) no defective (ii) one defective (iii) at least two defective [Given: $e^{-0.1} = 0.9048$]

8. It is desired to estimate the proportion of fresh graduates who want to enter in government job. A random sample of 300 fresh graduates is taken and they were asked about their preference. Among them 190 preferred government job.

   (a) Establish a 95% confidence interval estimate of the true proportion of fresh graduates who wants to enter in the government job.

   (b) It is claimed that this true proportion of fresh graduates who want to enter in government job was 66%, what can you conclude about this claim at 1% level of significance?

9. A researcher wants to compare the variation in terms of efficiency of the staff of passport section of two District Administration Offices. He then, collects a sample of 8 and 7 cases from first and second districts and recorded the time taken (in hours) from the submission of the form to the delivery of the passport. The time taken in each case is given below:

District I:	5	4	1	8	2	7	3	6
District II:	2	1	3	1	3	2	3	

Test whether the two districts have same degree of variation in terms of efficiency of the staff. [Table value of F at .05 level of significance for 7, 6 df is 4.21 and for 6,7 df is 3.87].

10. Two hundred officers of the Nepal Government are sampled and classified to their level and decision capacity.

Decision capacity	Level		
	Section officer	Under secretary	Joint secretary
Quick	77	16	7
Normal	52	22	6
Slow	21	12	12

Test whether decision capacity and the level of officer are independent.

[Table values of Chi-square at .05 level of significance for 4 and 8 df are 9.488 and 15.507 respectively.]

11. The Dean of Faculty of Management wants to study the relationship between internal assessment marks and the final marks obtained by the students in a specific subject of MP A examination. A sample survey of 10 students gave the following data about the marks in assessment examination and the final examination.

Assessment marks	12	14	16	18	19	16	15	13	17	16
Final marks	60	55	82	75	78	50	60	35	35	44

Find the coefficient of correlation using Spearman's rank method.

12. Write short notes on any TWO:
    a. Use of t distribution in testing a hypothesis
    b. Addition and multiplication theorems in probability
    c. Regression analysis

Tribhuvan University, 2069

Master Level /I Year/ Public Administration   Full marks : 50
Local Self government (PA. 570)   Time : 2 hrs.

Section "A"   1x25=25
(Long Answer Questions)

Attempt any ONE questions.

1. Identify the fundamental consideration of the formation of local governments. Also state the bases of their classification.
2. How do the roles and responsibilities of local governments identified? Describe.

Section "B"   2×12.5=25
(Short Answer Questions)

Attempt any TWO questions.

3. How are local plans prepared in Nepal? Describe.
4. What is local finance? How is it determined?
5. Identify the relationship between resource planning and local planning.

6. According to Local Self Governance Act 1999 who are the major partners of local development?

Tribhuvan University, 2068

Master Level./I Year/ Public Administration   Full marks : 50
Administrative Law (PA.550)   Time : 2hrs.
Old Course
Attempt any THREE questions.

1. What do you know about Administrative Law? Briefly discuss its principles.
2. What is separation of powers? Why it is so important in the field of public administration?
3. Write about administrative tribunal and its role for delivering administrative justice.
4. What do you understand regarding to principles of natural justice?
5. Write short notes on any TWO:
   a. Certiorari
   b. Judicial control of delegated legislation
   c. Droit Administratif

Tribhuvan University, 2068

Master Level /I Year/ Public Administration   Full marks : 50
Public Financial Administration (PA.540)   Time : 2 hrs.
Old Course
Attempt any THREE questions.

1. Trace out the major changes in the nature of public finance in its evolutionary process.
2. Explain the features of tax. Briefly explain the ability-to-pay principle of taxation.
3. Discuss the need for public debt and methods of redemption from public debt.
4. What do you mean by fiscal policy? How fiscal policy is significant in promoting economic growth in a country like Nepal? Explain.
5. Write short answer on any TWO:
   a. Highlight the reasons for growth in public expenditure
   b. Explain the characteristics of an effective tax system
   c. Is public debt always a burden? Comment.

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Tribhuvan University, 2068

Master Level /I Year/ Public Administration   Full marks : 100
Development Administration (PA.520)   Time : 4 hrs.
Old Course

1. Discuss the relevance of the concept of development administration in the present development scenario.
2. State briefly the approach of comparative public administration and elaborate its relationship with Weberian modem of bureaucracy.
3. What are the major attributes of the theory of prismatic society? Also, discuss about the major criticism levelled against this theory.
4. State briefly the types of political system's capabilities and explain its benefits to national development.
5. Why the concept of institution building and social change are revisiting in development paradigm? Justify.
6. What types of leaders can be successful in the present style of development management? Present your answer in the context of liberalization and democratisation of a state.
7. What are the priorities fixed in the current development plan of Nepal? Will they be achieved in the present scenario in Nepal?
8. What is gender and development? What are the planning programmes for gender development in Nepal? Discuss.
9. Write short notes on any TWO:
   a. Legal rational society and ideal bureaucracy
   b. Role of population in development
   c. Modernisation of bureaucracy through administrate

Tribhuvan University, 2068

Master Level /I Year/ Public Administration   Full marks : 100
Public Personnel Administration & Organization Behaviour (PA.530)
    Time : 4 hrs.

Old Course
Attempt any FIVE questions selecting at least TWO from each group.
Group "A" (Public Personnel Administration)

1. Define Public Personnel Administration. Briefly state its need and importance in public administration.
2. Distinguish between position classification and rank-in-corps system. Which one is applied in Nepal?
3. What is selection from inside and selection from outside? What are the methods of selecting personnel from outside?
4. How is employee's conduct determined? How misconduct is dealt?

5. Write short notes on any TWO:
   a. Manpower planning
   b. Collective bargaining procedure
   c. Training and development

Group "B" (Organizational Behaviour)

6. Briefly state the development of organizational behaviour.
7. What is personality? How is it determined?
8. What is functional and dysfunctional conflict? How can functional conflict be streamlined to organizational benefit?
9. Write short notes on any TWO:
   a. Group dynamics
   b. Stress management
   c. Organizational change

Tribhuvan University, 2068

Master Level /I Year/ Public Administration
Fundamentals of Public Administration (PA.500)
Old Course

Full marks : 100
Time : 4 hrs.

Attempt any FIVE questions.

1. Define Public Administration and show its relation with political science and economics.
2. 'Policy and administration are Siamese twins of Politics.' Examine the concept of public policy in the light of above statement.
3. Discuss F. W. Taylor's principles of scientific management.
4. Critically examine the contribution of system approach in the study of public administration.
5. How do you analyse the emerging trends in the field of public administration? Explain.
6. What is crisis? How is it managed?
7. Whether 'good governance' is donor's aid conditionality or actually the need of developing country like Nepal? Discuss.
8. 'Generally the less the organization alienates its personnel, the more efficient it is.' Examine the importance of Human Relations Approach in the light of above statement.
9. Write short notes on any TWO:
   a. Integral view of public administration   b. Management by exception
   c. Debureaucratization

Master Level /I Year/ Public Administration   Full marks : 100
Development Management (PA. 520)   Time : 4 hrs.

Section "A".
     2x25=50

(Long Answer Questions)

Attempt any TWO questions.

1. Define development administration. What are the important factors that influence the evolution of the concept of development administration?

2. What is institution - building? State the importance of institution building for development.

3. What do you understand by development management? Examine public-private partnerships as an important key to implementing development management policies.

Section "B"
     4×12.5=50

(Short Answer Questions)

Attempt any FOUR questions.

4. What are merits of people's participation and why?

5. How do you examine the role of public administration in social change? Explain.

6. Show your acquaintance with the importance of training needs identification.

7. Examine the basic essentials of administrative reform.

8. State the measures to support effective inclusiveness in development.

9. What is political system capability? Explain the factors that affect the level of political system capability.

Tribhuvan University, 2068

Master Level /I Year/ Public Administration   Full marks : 100
Fundamentals of Public Administration (PA.510)   Time : 4 hrs.

Section "A"
     2x25=50

(Long Answer Questions)

Attempt any TWO questions.

1. Public administration needs to be "proactive for social equity to replace traditional impersonal, and 'neutral gun-for-hire' bureaucrat." Do you agree?

2. What is public policy and how administrators involve for framing and implementing public policy?

3. Discuss the major departure from classical approach to human relations approach in public administration.

(Short Answer Questions)

Attempt any FOUR questions.

4. What is public and private management? Are they fundamentally alike in effective management?

5. Discuss how public administration theory arid the separation of powers are interrelated.

6. What is management by exception? Discuss its relevance.

7. Critically examine the significance of "ideal type bureaucracy" in the context of developing countries like Nepal.

8. Discuss the major features of good governance.

9. What are the major propositions of participative management? Discuss.

Tribhuvan University, 2068

Master Level /I Year/ Public Administration   Full marks : 50
Local Self governance (PA. 570)   Time : 2 hrs.

Section "A"   1×25=50

(Long Answer Questions)

Attempt any ONE question.

1. State briefly the changing paradigms in local governance system. Give reasons as why these paradigms are shifted.

2. How are local bodies classified structurally and functionally in Nepal?

Section "B"   2×12.5=25

(Short Answer Questions)

Attempt any TWO questions.

3. What is the relationship between local planning and local resource mobilisation in Nepal?

4. Identify major challenges of managing personnel system in Nepal.

5. Why local participation is gaining ground in Nepalese local governance?

6. Does the present classification of urban bodies suit to present urban management? Justify.

Tribhuvan University, 2068

Master Level /I Year/ Public Administration   Full marks : 50
Research Methods in Public Administration I (PA.540)   Time : 2 hrs.

Attempt any FOUR questions.

1. (a) Ninety two employees who have recently promoted to gazetted level were asked their service year in non gazetted level. The

following table gives the service year in non-gazetted level.

Service	Less than 5	5-7	8-9	10-11	12-13	14-15	More than 15
No of employees	6	12	25	31		6	4

Find the model service year to get promotion in gazette level.

(b) In a sample survey of 400 sample house-holds conducted by. Nepal vegetable crop survey 2009-10 in Far Western Terai Region reported the mean price of tomato Rs. 15.42 with a standard deviation of 5.83 per kg. Estimate the mean price of tomato in Far West Terai Region at 95% as well as 95% confidence level.

2. The follow figures give the export per GDP and import per GDP figures give as 8 years

Year	2002/03	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
Import/GDP	28	29	30	31	32	33	35	37
Export/GDP	16	17	15	13	13	13	12	10

Find the correlation coefficient between the export per GDP and import per GDP and interpret the result by probable error.

3. (a) In one of the departments of Nepal Government, there are 7 male and 4 female officers. A team of 3 officers has to be selected for the field trip, Find out the probability that the selected team contains

(i) No female officer (ii) 2 male and 1 female officers (iii) 1 male and 2 female officers © no male officer.

(b) A survey of 500 families each having 4 children was conducted. If boys and girls are equally probable, in how many families do you expect to have (i) Two boys and 2 girls, (ii) no girl, (iii) at least one boy.

4. (a) In Ministry A, out of a random sample of 150 employees 30 were found vegetarians while in Ministry B out of 125 employees 22 were found to be vegetarians. Is there any significant difference in the proportion of vegetarians in the two Ministries?

(b) The mean weight of a tablet of a certain drug is said-to be 30 milligrams. A sample of 16 tablets shows a mean of 30.855 milligram with a standard deviation of 0.12 milligram. Using a 0.05 level of significance, can we conclude that the desired weight of the tablet is not properly maintained?

(Table values oft at .05 level of significance for 15 df are 1.753 and 2.131 respectively for one tailed and two tailed test)

5. Two random samples of 8 and 7 officers of two different ministries had the following age distribution:

Age of officers of Ministry I (in thousand Rs) :	54, 50, 26, 57, 35, 49, 28, 44, 55
Age of officers of Ministry II (in thousand Rs.)	54, 55, 40, 48, 45, 38, 51, 44

Test whether the age of the officers of two different ministries have the same variability.

(Table value of F at .05 level of significance for (7, 8) and (8, 7) degree of freedom are 3.50 and 3.737 respectively.)

6. Ministry of General Administration is interested to find if there is any relationship between level of satisfaction and the level of the government employees. The Ministry then selects a random sample and asks them the level of satisfaction. The following table gives the number of employees falling under different, level of satisfaction.

Level of Employees	Level of satisfaction		
	Low	Medium	High
Non-officer	33	37	10
Officer class III	13	29	28
Officer class II and above	14	24	12

What conclusion would the Ministry draw about the association between level of satisfaction and the level of the government employees?

(Table values of Chi-square at .05 level of significance for 4 and 8 df are 9.488 and 15.507 respectively)

Tribhuvan University, 2068

Master Level /I Year/ Public Administration Full marks : 100
Public Policy (PA.530) Time : 4 hrs.

Section "A" 2x25=50
(Long Answer Questions)

Attempt any TWO questions.

1. Critically examine the concept of public policy. What methods do you suggest to study public policy?

2. "Public policy is the product of the response of the political system towards demands coming from the environment." Elucidate.

3. "No theory is true in itself but it is more or less informative and instructive." Make a critical analysis of this statement in the light of 'third Approach' to decision making.

Section "B" 4×12.5=50
(Short Answer Questions)

Attempt any FOUR questions.

4. Identify the role of think tanks in policy making.

5. What are the major phases of policy cycle? Discuss.

6. What are the conditions for the successful implementation of public policy? Explain.

7. What is monitoring? Why is it crucial for the delivery of public policy?

8. Explain the major constraints of policy evaluation.

9. What is lesson drawing? Discuss the role of various agents involved in this process.

Tribhuvan University, 2068

Master Level /I Year/ Public Administration   Full marks : 100
'Research Methods in Public Administration (PA.510)   Time : 4 hrs.
(Old Course)
Attempt any EIGHT questions selecting at least THREE from each group.

Group "A" (Research Methodology)

1. What is research? Describe the various steps that are followed in conducting a research study.

2. What is stratified random sampling? Under what situations this method is more suitable than other sampling methods? Discuss the merits and demerits of this method.

3. What do you understand by problem identification? Explain how research problems are identified?

4. What is research design? Explain the characteristics of a good research design?

5. What is questionnaire method of data collection? What are its advantages and limitations?

6. Write short notes on any TWO:

   a. Deductive approach in research   b. Research Hypothesis

   c. Levels of measurement

Group "B" (Statistical Methods)

7. (a) The husband and wife appear in an interview for two vacancies in the same post. The probability of husband's selection is 1/6 and that of wife's selection is 1/4. What is the probability that

    i) Both of them will be selected.

    ii) Only one of them will be selected.

   (b) The monthly expenditures on food of a group of 500 families of a certain Village Development Committee were found to be normally distributed with mean Rs.2,250 and standard deviation Rs.150. Find

    i) the number of families having monthly expenditure between Rs.2000 to Rs.2500,

ii) the number of families having expenditure more than Rs.2,500, and

iii) less than 2000.

8. A Public Forum of Nepal wants to know the opinion about the working procedure of the Government. For this the Forum collects the opinion of the people about the working procedure of the Government. One thousand people of various age groups were selected randomly and their corresponding opinions are tabulated as follows:

Opinion	Age group			
	20-29	30-39	40-50	Over 50
Good	56	66	74	84
Fair	104	85	103	78
Unsatisfactory	120	109	83	38

At 5% level of significance, test if there is any relationship between age of the people and their opinion about the working procedure of the Government

9. Consumer Forum claims that the price of food items has been increased on October than June. To test this claim Ministry of Supply collects the following price of 12 different sample food commodities at two different periods on the same place:

Food item	A	B	C	D	E	F	G	H	I	J	K	L
Price per kg on June 27	50	80	40		44	84	48	110	115	80	70	340
Price per kg on Oct. 25	55	75	46	48	45	84	55	115	120	90	80	350

Test the claim of the Forum at 5% level of significance. [Table value oft at 0.05 level of significance for 11 df is 1.796 for one tail and 2.201 for two tail]

10. (a) What sample size would you recommend in order to estimate the proportion p.f smokers in Kathmandu Valley, if this estimate is to lie within an error of ± 0.025 at the 95% confidence level?
   i) if you have no idea of the value of the population proportion P.
   ii) if a similar study in 2010 resulted a P = 0.38.

   (b) The mean income of a random sample of 100 employees of an industrial concern as found to be Rs.7,550. If the standard deviation of the population was 125, test whether the sample mean differs from the population mean of Rs.7,575.

11. From the following figures of price and demand of a certain commodity, find the regression of demand on price and estimate the demand when the price of that commodity was fixed as Rs130.

Price in Rs.	111	113	115	117	119	121	123	125
Demand (in 00 kg)	45	44	50	51	55	61	63	62

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12. Write short notes on any TWO:
    a. Steps in testing a hypothesis
    b. Binomial Distribution
    c. Correlation analysis

Tribhuvan University, 2068

Master Level Year/ Public Administration   Full marks : 50
Organization Behaviour (PA. 560)   Time : 2 hrs.

Section "A"   1×25=25
(Long Answer Questions)

Attempt any ONE questions.

1. Explain organizational change and organization development. Discuss the sources of change and its management.

2. What are the major considerations of contingency leadership ? Discuss.

Section "B"   2×12.5=25
(Long Answer Questions)

Attempt any TWO questions.

3. Define organization behaviour and state its basic assumptions.

4. What do you mean by personality ? What are the major personality attributes influencing organizational behaviour ?

5. Explain the concept of self-managed work team and discuss the major issues in managing work team.

6. Discuss the different aspect of emotion. Why understanding attitude and emotion of employee is necessary in organization.

Tribhuvan University, 2068

Master Level /I Year/ Public Administration   Full marks : 50
Human Resources Management (PA. 550)   Time : 2 hrs.

Section "A"   1×25=25
(Long Answer Questions)

Attempt any ONE questions.

1. Trace the evolution of Human Resources Management in the public sector.

2. Describe the major characteristics of collective bargaining also state the various measures for resolving negotiating impasse.

Section "B"   2×12.5=25
(Short Answer Questions)

Attempt any TWO que

3. Discuss the positive and negative aspects of closed career system.

4. State the differences between salary and benefits.
5. Describe the process of human resource planning in the public sector.
6. Show your acquaintance with Strategic Human Resource Management.

Tribhuvan University, 2067 (II)

Master Level /I Year/ Public Administration
Local Self governance (PA 570)

Full marks : 50
Time : 2 hrs.

Section "A"
1x25=25

(Long Answer Questions)

Attempt any ONE questions.

1. Define local governance system from socio-economic and political angles and state why local governments are assuming greater importance in governance system.
2. What is participatory planning ? How is it pursued in Nepal ?

Section "B"
2x12.5=25

(Short Answer Questions)

Attempt any TWO questions.

3. What are the components of local planning ?
4. How human resource is managed in Nepalese local government ?
5. What are the methods of partnership in local bodies in Nepal ?
6. What are the contemporary issues in local government in Nepal and how can these be remedied ?

Tribhuvan University, 2067 (II)

Master Level /I Year/ Public Administration
Organizational Behaviour (PA.560)

Full marks : 50
Time : 2 hrs.

Section "A"
1x25=25

(Long Answer Questions)

Attempt any ONE questions.

1. Define organizational behaviour. Why do you think that Hawthorne experiment made such an important historical contribution to the study of organization behaviour?
2. Motivating employee in an organization is very important and paying factor. As a manager to get the work done in a right manner how would you be able to motivate employee through job design approach and Mc. Clelland's theory of motivation?

Section "B"
2x12.5=25

(Short Answer Questions)

Attempt any TWO questions.

3. What is perception? Explain factors influencing perception.
4. What do you mean by group dynamics? Describe how does it affect

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upon organization.

5. Why people resist change? How do you manage the change when it is resisted by employee?

6. Define conflict management. How can you manage conflict in the organization?

Tribhuvan University, 2067 (II)

Master Level /I Year/ Public Administration   Full marks : 50
Human Resource Management (PA.550)   Time : 2 hrs.

Section "A"   1x25=25
(Long Answer Questions)

Attempt any ONE questions.

1. Discuss the need of human resource development in public sector. Also explain various approaches for it.

2. How rank classification differs from position classification? Also state the recent trends.

Section "B"   2×12.5=25
(Short Answer Questions)

Attempt any TWO questions.

3. Explain the utility of job evaluation in public sector.

4. What is portfolio career? How does it contribute for effective job functioning?

5. Discuss the grievance handling. Explain the modalities for it.

6. Differences between salary and benefits. Also explain how do they affect the human resource management.

Tribhuvan University, 2067 (II)

Master Level /I Year/ Public Administration   Full marks : 50
Research Methods in Public Administration I (PA.540)   Time : 2 hrs.

Section "A"   1x25=25
(Long Answer Questions)

Attempt any ONE questions.

1. (a) Secretary of a certain village development committee is interested to study the food sufficiency level of the residence of ward no 3. He asked each household head the number of months that a family can survive with the own food crops. The following table gives the summary of the result:

Food sufficiency in months	Less than 1	1-3	3-6	6-9	9-12	12-15	15 or more
No. of families	10	18	25	32	15	6	4

Find the median food sufficiency level in terms of months.

(b) Department of tourism wants to estimate the average daily expenditure per tourist by taking a sample. How large a sample will be required to be 99% confident that this sample mean will not differ from the true mean by more than Rs.8? The standard deviation of daily expenditure per tourist is estimated as Rs.35.

2. Nepal Police wants to develop the relationship of non-food expenditure on annual income of its lower level staff members for the purpose of salary adjustment. The office selects 9 lower level staff members and finds their non-food expenditure and annual income as follows:

Annual income (Rs. 000)	11	15	10	12	13	15	12	14	16
Expenditure on non-food (Rs. 000)	8	10	6	7	9	9	7	8	11

Develop the regression of non-food expenditure on annual income and estimate the non-food expenditure of a staff member whose annual income is Rs 18 thousand. Also find the correlation coefficient between annual income and expenditure on non-food items.

3. (a) Ministry of defense has to recommend an officer for special award. The Ministry has a short list of 15 officers, 5 of them women and 10 men, 3 of them temporary and 12 permanent, 4 of them are technical and 11 non technical. What is the probability of the Ministry's selection?

    (i) a permanent technical woman officer

    (ii) a temporary non-technical woman officer

    (iii) a permanent technical male officer?

(b) Expenditures of a group of 2500 families of a certain village were found to be normally distributed with mean of Rs.550 and a standard deviation of Rs.65. Find the number of persons having expenditure

    (i) between Rs.450 and 600   (ii) more than 700,

4. (a) The Chief District Officer (CDO) of a certain district claims that 70% of the people of the district follow him and support his policy. To test this claim a random sample of 350 persons was taken and it was found that 235 of these people supported the officer. What can you conclude about the CDO's claim at 0.01 level of significance?

(b) A researcher, from a certain survey data, analyses per capita per day expenditure of two areas rural and urban and showed the following results:

Area	Sample size	Sum of squares of deviations from mean i.e. $\Sigma (X - \bar{X})^2$
Rural	61	11531504
Urban	41	25270498

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Test whether the variability of per capita per day expenditure of rural and urban areas are same? (Table value of F at .05 level of significance for (40,60) df is 1.59)

5. Department of Land Reform is interested in comparing the mean revenue collection per day of its two Land Revenue Offices. A sample of 7 day's revenue collected from office A and 8 day's from office B were found as follows:

Revenue (in "0000"Rs) from Office A: 12, 14,16, 8, it, 15, 9

Revenue (in "0000" Rs) from Office B: 10, 15, 14,13, 16, 15, 12,9

Can it be concluded that there is no significant difference m both the Offices in terms of average revenue collection per day at 1% level of significance? (Table value oft at .01 level of significance for 13 and 14 df are 3.012 and 2.977 respectively)

6. A researcher wants to find out if there is any difference in the level of anxiety among various commercial bank officers. Eighteen commercial bank officers were selected at random from three commercial banks and their anxiety level was established by using a predetermined scale. The values so determines for each bank are given as follows:

Bank A	Bank B	Bank C
61	65	72
67	58	62
72	64	67
73	69	68
74	67	63
76	70	
71		

Use the Kruskal- Walls H test at .05 level of significance to test the hypothesis that the anxiety level of the officers of three banks is the same. (Table value of the test statistic at .05 level of significance for two degree of freedom is 5.991)

Tribhuvan University, 2067 (II)

Master Level /I Year/ Public Administration   Full marks : 100

Public Policy (PA.530)   Time : 4 hrs.

Section "A"

2x25=50

(Long Answer Questions)

Attempt any TWO questions.

1. Define public policy and examine the main purposes and utilities of its study.

2. "Public policy can be considered as the values and the preferences of the governing elites, not exactly the demand of the people." Elucidate this statement with examples.

3. What do you mean by the 'science of muddling through'? Also explain its implications in policy decision process in developing country.

(Short Answer Questions)

Attempt any FOUR questions.
4. Critically examine the concept of policy life cycle.
5. What is policy problem? State the importance of agenda -setting.
6. How do the non-state actors influence public policy making?
7. "Policy implementation is the process of putting policy into action." Explain.
8. State and explain the major criteria of policy evaluation.
9. What is policy transfer? Also discuss the process by which policies are transferred.

Tribhuvan University, 2067 (II)

Master Level /I Year/ Public Administration   Full marks : 100
Development Management (PA.520)   Time : 4 hrs.

Section "A"   2x25=50
(Long Answer Questions)

Attempt any TWO questions.
1. What do you understand by development administration ? Examine the changing perspective of development administration since it began to receive wide attention in developing nations.
2. "Political system capability is basic to the modernisation of the polity." Examine the basic essentials of political system capability on the basis of this statement.
3. Define administrative culture? State its importance and al analyze the administrative barriers to nation building.

Section "B"   4x12.5=50
(Short Answer Questions)

Attempt any FOUR questions.
4. How do you examine the significance of decentralization for development decision making and its implementation?
5. Examine the importance of mobilisation of resources for development.
6. State the potential benefits of the use of information a communications technology (ICT) for improving governance for development and change.
7. What are the major issues of conception in countries like ours?
8. Examine, briefly the major consequences of rural - urban migration.
9. What are the basic issues that need consideration in understanding socio-cultural dimension of development? Explain.

(Long Answer Questions)

Attempt any TWO questions

3. State briefly the need of organizational behaviour in managing any organization focusing specifically the public sector.

4. Explain the different components of personality.

5. Why does group cohesiveness sometimes create problem in organization? How management can resolve it?

6. Describe the various measures to cope with the resistance of change by employees.

Tribhuvan University, 2066

Master Level /I Year/ Public Administration   Full marks : 50
Administrative Law (PA.550)   Time : 2 hrs.

Attempt any THREE questions:

1. Administrative law inhibits the public authority from usurping public powers and restricts the intrusion of government into private rights. Describe it critically.

2. Why do you think the theory of separation of powers is important in public administration? Give your own reason.

3. What are the differences between administrative, legislature and judicial functions? Discuss.

4. Describe the grievance handling mechanism and ombudsman system.

5. Write short notes on any TWO:
    a. Administrative tribunal
    b. Judicial review on administrative action
    c. The rules of natural justice

Tribhuvan University, 2066

Master Level /I Year/ Public Administration   Full marks : 50
Public Administration Public Financial Administration (PA. 540)

                                                      Time : 2 hrs.

Attempt any THREE questions.

1. Define 'public finance.' Discuss the changes in the nature public finance with its evolution.

2. What do you mean by a tax? Explain the characteristics of an effective tax system.

3. Critically examine the 'Principle of Maximum So Advantage'. Explain the objective indicators of a situation maximum social advantage.

4. What do you mean by a budget? Explain the relations between a budget and plan.

5. Write short answer on any TWO:
   a. Fiscal policy and economic growth   b. Need for public debt
   c. Burden of public-debt

Tribhuvan University, 2066

Master Level /I Year/ Public Administration   Full marks : 100
Research Methods in Public Administration (PA.510)   Time : 5 hrs.
Attempt any EIGHT questions selecting at least THREE from each group.

Group "A" (Research Methodology)

1. What is social research?. Differentiate the pure applied and action research.
2. Prepare research proposal in brief on a specific topic of your interest.
3. Why research problem is to be stated in a study? Describe the characteristics of a good research problem with suitable examples.
4. What short of sampling scheme will you select in the following research topics? Explain why.
   (i) Causes of corruption in public bureaucracy.
   (ii) Attitude survey on the legalization of abortion in Nepal.
5. Discuss the major components of a research report.
6. Write short notes on any TWO:
   a. Level of measurement   b. Process of interview
   c. APR style of citation

Group "B" (Statistical Methods)

7. Economic experts are opined that there is a relationship between Nepal's inflation and India's inflation. The data from 1996 to 2007 gave the following figures of inflation:

Nepal	8.1	8.1	8.3	11.4	3.5	2.4	2.9	4.8	4.0	4.5	8.0	6.4
India	8.7	7.6	11.0	5.7	5.2	5.4	4.0	3.7	3.6	4.5	5.9	7.2

Compute the coefficient of correlation using Spearman's rank method and comment on the value.

8. (a) Department of Standards on its random checking of 500 gas cylinders found 100 cylinders as underweight. Estimate the true percentage of cylinders which have underweight at 95% as well as 99% confidence level.

   (b) Postal Service Department' claims that the mean delivery time is 7 days from Kathmandu to any other places within the country. To verify the claim a researcher identifies his friends of 50 different places within the country and sends letter to them asking the question that after how many days you received this letter? After the responses of his friends he analyses the data and finds

the mean delivery time of 8.1 days with a standard deviation of 2.2 days. Can the Postal Department's claim be verified at 5% level of significance?

9. Ministry of General Administration would like to compare the average time taken to get promotion from m class officer to n class officer of technical and non technical groups. A sample of 12 technical and 15 non technical officers who have just promoted to II class were asked their service year in HI class officer. The data were summarized as below:

	Technical group	Non technical group
Mean	10.3 years	12.4 years
Standard deviation	3.3 year	3.5 years

Is there any significant difference in the average time taken to get promotion between technical and non technical officers?

(Table value of t at .05 level of significance for 25 and 26 df are 2.06 and 2.055 respectively.)

10. Customer Protection Forum wants to test the claim of the consumer that the weight of cement bag of brand A is less than the weight of two other competitive brands. A random sample from each of the brand is token and their weights are found as follows:

Brand A :	40, 45, 42, 49, 48, 47
Brand B :	46, 49. 5, 51, 44, 50, 5, 43, 48
Brand C :	50, 47.5, 52, 41, 46.5, 49.2, 50

Use the Kruskal - Wallis H test at .05 level of significance to determine whether there is any significant difference in the mean weight among these three brands or not

(Table value of the test statistic at .05 level of significance for two degree of freedom is 5.991)

11. (a) There are 4 male and one female member in Public Service Commission. Also there are 8 persons in the roster of experts who could be invited for the" interview. Among them 2 are the ex-professors of one candidate Reeta who has just passed the written examination of III class officer and will face the interview. Reeta thinks that she can express better in the interview if one female member of Public Service Commission and at least one her ex-professor attend in the interview committee. The interview committee consists of one Public Service Commission member and two experts. What is the probability that Reeta will do better in the interview?

(b) The probability of posting a newly selected officer of Nepal Government within Kathmandu Valley is 0.58. Recently 5 officers were recommended by Public Service Commission what is the probability of posting exactly one officer within

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Kathmandu Valley?

12. Write short notes on any TWO:
   a. Regression analysis   b. Use of Chi-square test
   c. Factors affecting sample size determination

Tribhuvan University, 2066

Master Level /I Year/ Public Administration   Full marks : 100
Fundamentals of Public Administration (PA. 500)   Time : 4 hrs.

Attempt any FIVE questions.

1. Explain the meaning and nature of Public Administration. How does it differ from private administration?
2. What is interdisciplinary approach? And show how it is related with other disciplines like political science, law and economics.
3. Henri Fayol has beautifully analysed about the study of management science. Now explain what exactly the Administrative Management School is.
4. "Bureaucracy is the system of government in operation by the paid officials and not by the elected one." Elucidate.
5. "Public Administration is concerned not only with policy implementation but also with policy formulation." Explain.
6. Discuss the concept of Good Governance. Also suggest the appropriate indicators of good governance.
7. What do you mean by New Public Administration? And also explain what is new in new public administration.
8. What exactly Human Relations Approach is? And discuss its major contributors.
9. Write short notes on any TWO:
   a. Crisis management   b. Time and motion study
   c. People's participation

Tribhuvan University, 2066

Master Level /I Year/ Public Administration   Full marks : 100
Public Policy (PA 530)   Time : 4 hrs.

Section "A"
2x25=50
(Long Answer Questions)

Attempt any TWO questions.

1. How do you examine the concept of public policy ? What in your opinion, are important aspects that show the significance of the study of public policy ?
2. State and explain the factors that affect public policy making.
3. Critically examine public opinion model that follows the acceptance of

public opinion as in important source of policy.

(Long Answer Questions)

Attempt any FOUR questions.

4. Examine how public policy results from the response of the political system towards the demands coming from the environment.

5. What, in your opinion, are the basic consideration is agenda setting ? State.

6. How do you examine the role of legislatures in policy making ? Explain.

7. State and explain the preconditions that help to achieve perfect implementation.

8. Examine the problems that are likely to surface in policy evaluation.

9. What is policy transfer ? State barriers to policy transfer.

Tribhuvan University, 2066

Master Level /I Year/ Public Administration   Full marks : 100
Development Management (PA. 520)   Time : 4 hrs.

Section "A"   2x25=50

Attempt any TWO questions.

1. Discuss the meaning and concept of development administration. Is it panacea for solving the problem of developing countries like ours ?

2. Explain the changing perspectives of development administration. Also state Rigg's contribution to the study of comparative and development administration.

3. Discuss the resource mobilization status in development plan in Nepal.

Section "B"   4x12.5=50

Attempt any FOUR questions.

4. How do you underline the scope of NGO-Government partnership in development in Nepal ? Discuss.

5. Bureau-pathology is believed as one of the major hurdles for furthering development process. Do you agree ?

6. How Weberian Model of Authority contribution to understand an efficient development process. Do you agree ?

7. How the concept of nation building and social change help to understand the theory of development administration ? Discuss.

8. How management information system help in managing development program ?

9. What do you understand by political system capability and its importance to develop the country ?

Tribhuvan University, 2070

Master Level /I Year/Public Administration   Full Marks: 50
Public Financial Administration (PA.540)   Time: 2 hrs

Old Course

Attempt any THREE questions.

1. Define public finance. Explain its scope and importance.
2. Explain the features and objectives of tax. Point out the canons of taxation.
3. Discuss the concept, need and sources of public debt.
4. How fiscal policy can promote economic growth in a country like Nepal? Explain.
5. Write short answers on any TWO:
   a. Principle of maximum social advantage
   b. Benefit - received principle of taxation
   c. Theories of budgeting

Tribhuvan University, 2070

Master Level /I Year/Public Administration   Full Marks: 100
Fundamentals of Public Administration (PA.500)   Time: 4hrs.

Old Course

Attempt any FIVE questions.

1. What do you understand by dichotomy of public administration? Does it exist in the present context? Discuss.
2. Discuss the major shift from classical theory to human relations theory of public administration.
3. Discuss the major pillars of good governance and their relevance in administration.
4. Discuss the key features of incremental theory of decision making highlighting its strength and weaknesses.
5. What is New Public Management? How it differs from traditional administrative system?
6. What are the key aspects to be considered to implement public policy successfully? Discuss.
7. Why system approach is important for managing public affairs? Discuss.
8. What is the justification of less governance? Discuss.
9. Attempt any TWO of the following:
   a. Prismatic society
   b. Crisis management
   c. Features of Bureaucratic model

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Tribhuvan University, 2070

Master Level/I Year/Public Administration   Full Marks: 100
Public Personnel Administration & Organization Behaviour (PA.530)
(Old Course)   Time: 4 hrs.

Attempt any FIVE questions selecting at least TWO from each group.

Group "A" (Public Personnel Administration)

1. Show your acquaintance with the changing environment of human resource management.
2. Examine the role of Central Personnel Agency.
3. What, in your opinion, are the basic essentials of training and development? State the need for considering training outcomes.
4. Describe the major recent trends in public personnel administration.
5. Write short notes on any TWO:
   a. Merit system   b. Code of conduct
   c. Separation

Group "B" (Organizational Behaviour)

6. What, in your opinion, are the major approaches to conducting research in organisation behaviour? Explain.
7. Show the importance of personality and its dimensions in organisational behaviour.
8. Examine the process of organisational change and also suggest ways to overcome resistance to organisational change.
9. Write short notes on any TWO:
   a. Causes of stress
   b. Leadership styles
   c. Trends in organisational behaviour

Tribhuvan University, 2070

Master Level /I Year/Public Administration   Full Marks: 50
Administrative Law (PA.550)   Time: 2 hrs.

Old Course

Attempt any THREE questions.

1. What is meant by administrative law? Briefly describes its sources and principles.
2. What do you know about the separation of powers? Write its merits and demerits.
3. What is meant by the functional classification of government? Write about the differences between legislative and administrative functions?

4. What is meant by principles rule against bias?
5. Write short notes on any TWO:
   a. Parliamentary processes on legislation
   b. Ombudsman and maladministration
   c. Different between mandamus and certiorari

Tribhuvan University, 2070

Master Level /I Year/Public Administration   Full Marks: 100
Development Administration (PA.520)   Time: 4 hrs.
(Old Course)
Attempt any FIVE questions.

1. Critically analyse the concept of development administration and justify its relevance in Nepalese development context.
2. Why are the approaches of social change and nation building being carried on in Nepalese development plans and programmes? Discuss.
3. "Despite the major criticisms levelled against Wesberian model of bureaucracy. It has not lost its relevance in developing countries like Nepal." How and why?
4. State briefly the Riggsian theory of prismatic society and justify its importance in the contemporary society.
5. How political system capabilities are built? Is the present scenario of Nepal suffer from the absence of systems capabilities? Explain.
6. Differentiate between organisations and institutions and indicate how organisations can be developed as institutions.
7. Who are leaders and how can they motivate people in overall management?
8. State briefly the status of population in Nepal and indicate its effect on development.
9. Write short notes on any TWO of the following:
   a. Challenges in the current five year-plan in Nepal
   b. Gender development
   c. Issues in Management Information System

Tribhuvan University, 2070

Master Level /I Year/Public Administration   Full Marks: 100
Research Methods in Public Administration (PA.510)
Old course   Time: 4 hrs.
Attempt any EIGHT questions selecting at least THREE from each group.
Group "A" (Research Methodology)
1. What is research? Describe the various steps that should be followed in conducting a research study.

2. What is simple random sampling? Why this method is popular in many research studies? Also discuss its limitations.

3. Define hypothesis. Describe various forms of hypothesis with suitable examples.

4. What is research design? Describe the designs in case of exploratory and descriptive studies.

5. What is questionnaire method of data collection? Also discuss the advantages and the limitations of this method.

6. Write short notes on any TWO:
   a. Level of measurement
   b. Type of variables
   c. Research Problem

Group "B" (Statistical Methods)

7. Nepal Electricity Authority would like to determine the relationship between the monthly electricity consumption (Y) of a house and the number of persons (X) of that house. A random sample of ten houses was selected and their monthly electricity consumption and no. of persons residing on the house are recorded as follows:

No. of persons residing on the home (X)	3	5	6	5	10	8	7	9	8	11
Electricity consumption (Y)	20	22	28	24	32	31	25	30	24	31

Compute the correlation coefficient between electricity consumption and number of persons residing on the house and interpret the result.

8. (a) Kathmandu Metropolitan wants to estimate the per house average amount of tax paid by the owner of residence houses. A random sample of 1 50 house owners is selected and the taxes paid by them were analyzed. From this analysis, the mean of per house tax was found to be Rs.450 with a standard deviation of Rs.200. Find 95% as well as 99% confidence interval for
   (i) Estimate the mean tax paid per house by the owner at 95% confidence level.
   (ii) How would the estimate be changed if confidence level was increased from 95% to 99%?

8. (b) It is believed that the proportion of female teachers is higher in primary level than those in secondary level. In a sample of 500 primary level teachers, 260 are found to be female. In another sample of 300 secondary level teachers, 140 were found female. Test the belief at .05 level of significance.

9. Ministry of Home claims that the mean work load of employees of the ministry is 30 hours per week. A random sample of 10 employees of the ministry was selected and their workload per week was recorded as: 22, 25, 35, 20, 33, 28, 36, 25, 26 and 30 hours. Test the claim of the ministry at 1% level of significance? (table value of t at .05 level of significance for 9 df is 2.262 and 1.833 for two tailed and one tailed tests respectively)

10. Nepal Government is implementing its road expansion policy in major cities. The Government official wants to find out the reaction of the general people towards this policy. 500 general people of various development regions were selected at random and their corresponding opinions are tabulated as follows:

Opinion	Development region			
	Eastern	Central	Western	Mid and Far western
Good	59	96	67	48
Not good	61	64	53	52

At 5% level of significance, test if there is any relationship between region of residence of the people and their opinion about the road expansion policy. (Table value of Chi-square at .05 level of significance for 7 and 3 df are 14.067 and 7.815 respectively).

11. The average daily water consumption by 1000 families in a city was 120 litres and the standard deviation 15 litres. Assuming the distribution to be normal, find

    (i) how many families have water consumption between 100 and 140 litres

    (ii) how many families have water consumption more than Rs.140 litres

    (iii) how many families have water consumption less than Rs. 100 litres

12. Write short notes on any TWO:
    a. Regression analysis
    b. Addition and multiplication theorems of probability
    c. Use of Kruskal Wallis test

Tribhuvan University, 2070

Master Level /1 Year/Public Administration   full Marks: 50

Local Self governance (PA.570)   Time: 2 his.

Section "A"   1×25=25

(Long Answer Questions)

Attempt any ONE question.

1. What are the bases of local governance finance? How are they determined in Nepal? Explain.

2. What is partnership? How partnership is defined in the local governance system in Nepal? Describe.

2×12.5=25
(Short Answer Questions)

Attempt any TWO questions.

3. How are structures of urban governance defined? Explain.
4. What do you mean by resource planning? How is it planned in Nepal? Describe.
5. Identify major issues in the local governance system in Nepal. How can they be improved?

Tribhuvan University, 2070

Master Level /I Year/Public Administration   Full Marks: 50
Human Resource Management (PA. 5 50)   Time: 2 hrs.

Section "A"   1×25=25
(Long Answer Questions)

Attempt any ONE question.

1. Trace out the history of Human Resource Management in public sector.
2. What is the meaning of Strategic Human Resource Management (SHRM)? Also discuss the process of SHRM.

Section "B"   2×12.5=25
(Short Answer Questions)

Attempt any TWO questions.

3. What are the characteristics of a good selection system?
4. Show your acquaintance with socialization process.
5. State the importance of collective bargaining in the public sector.
6. Explain the bases of salary determination in public sector.

Tribhuvan University, 2070

Master Level /I Year/Public Administration   Full Marks: 50
Organizational Behaviour (PA.560)   Time: 2 hrs.

Section "A"   1×25=25
(Long Answer Questions)

Attempt any ONE question.

1. What do you mean by personality? What are its determinant factors and also mention the major personality attributes influencing organisation behaviour.
2. Examine the concept of attitude. How can you change the attitude of the people in the organisation? Discuss.

Section "B"   2×12.5=25
(Short Answer Questions)

Attempt any TWO questions.

3.   Define organisation behaviour and state its basic assumptions.

4.   Define conflict in organisation. Why functional conflicts are essential
     for organisational change and development? Explain.

5.   What do you mean by power? How people acquire power? Explain.

6.   What are the objectives of organisational development? State
     different organisational development techniques.

Tribhuvan University, 2070

Master Level II Year/Public Administration   Full Marks: 100
Fundamentals of Public Administration (P.A.510)   Time: 4 hrs.
Section "A"   2×25=50
(Long Answer Questions)

Attempt any TWO questions.

1.   Discuss the major features of post-modern public administration and
     show its relevance to our administrative system.

2.   Explain the importance of legal rationale authority in administration
     and also examine the concept critically.

3.   What do you understand by ecological approach? Explain and also
     show its importance.

Section "B"   4×12.5=50
(Short Answer Questions)

Attempt any FOUR questions.

4.   Discuss the role of administrative tribunals for handling grievance of
     the employees.

5.   What is new governance? Discuss its major features.

6.   How public administration can be understood from system approach?
     Discuss.

7.   What are the major contributions of classical theories of public
     administration? Discuss.

8.   Discuss the macro and micro functions of public personnel
     administration.

9.   Discuss the various approaches to study of public administration.

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Tribhuvan University, 2070

Master Level /I Year/Public Administration
Development Management (PA. 520)

Full Marks: 100
Time: 4 hrs.

Section "A"

$2 \times 25 = 50$

(Long Answer Questions)

Attempt any TWO questions.

1. Discuss the major features of 'Exogenous' and 'Endogenous' development and show their relevance for a developing countries like Nepal.

2. "Why do the organisations need to be institutionalized? Discuss the various linkages of the institution.

3. What is the relevance of Government - NGO partnership? Discuss the role of NGOs in local planning process.

Section "B"

$4 \times 12.5 = 50$

(Short Answer Questions)

Attempt any FOUR questions.

4. Discuss the role of Comparative Public Administration Group (CAG) for building theory of Public Administration.

5. What is Development Management? Discuss its relevance.

6. Discuss the issue of internal displacement of the people in Nepal onward 1990s.

7. Does E-governance an useful tool to strengthen development management? Discuss.

8. What is inclusive development? Discuss.

9. Plan help to develop good project and the projects helps to formulate good plan. Do you agree. Discuss.

Tribhuvan University, 2070

Master Level/I Year/Public Administration
Public Policy (PA.530)

Full Marks: 100
Time: 4 hrs.

Section "A"

$2 \times 25 = 50$

(Long Answer Questions)

Attempt any TWO questions.

1. Define the concept of public policy analysis. Also examine the methods to the study of public policy.

2. "No theory is true in itself but it is more or less instructive and informative." Make a critical note of this statement in the light of 'Third Approach' to decision making.

3. What is agenda setting? What, in your opinion, are the basic criteria of agenda setting?

Attempt any FOUR questions.

4. "Public policy can be regarded as the values and preference of governing elites." Elucidate.

5. How do you examine the nature of public policy? Explain.

6. Examine the role of non-state actors in policy making.

7. State the importance of top-down model of policy implementation.

8. Critically examine the major constraints of policy evaluation.

9. What is lesson drawing? Discuss the role of national and international actors in this process.

Tribhuvan University, 2070

Master Level /I Year/Public Administration   Full Marks: 50
Research Methods in Public Administration I (PA.540)   Time: 2 hrs.

1. Nepal Telecom wants to find out the model amount of bill paid per customer and data of a certain day were collected and tabulated as follows:

Amount of bill in Rs.	below 200	200-300	300-400	400-500	500-600	600-700	700 & above
No. of customers	200	280	438	312	180	124	70

(i) What was the model amount of bill paid per customer?

(ii) A Television network wants to estimate proportion of viewers who have watched a particular tele-serial telecast by the channel. To estimate this, a random sample of 1250 people was taken and of them 450 had said that they had watched the tele-serial. Estimate the proportion of people who have watched the tele-serial telecast by the channel at 99% confidence level.

2. Ten candidates in a Public Service Commission's interview were ranked by three experts in the following order:

Candidate	:	A	B	C	D	E	F	G	H	I	J
Rank by expert I	:	2	3	10	4	5	8	9	7	6	1
Rank by expert II	:	1	6	7	2	9	5	10	4	8	3
Rank by expert III	:	5	1	4	6	3	2	7	8	10	9

Use rank correlation coefficient to discuss which pair of experts has the nearest approach to common taste in the evaluation of the candidates

3. Traffic Police of Nepal is checking vehicle drivers whether they have taken alcohol or not? To analyse the opinion about this checking, a

researcher takes a sample of 300 people of different age groups and asks them how many times the traffic police should check the intake of alcohol while driving? The results were tabulated as follows:

Frequency of checking	Age group		
	Below 30	30 to 45	Above 45
Every day	34	44	22
Occasionally	36	33	51
Rarely	20	23	37

Is there any association in the opinion between frequency of checking and the age of the people?

[Table values of Chi-square at .05 level of significance for 4 and 8 df are 9.488 and 15.507 respectively.]

4. (a) A brother and sister appear in an interview for two vacancies in the same post. The probability of brother's selection is 1/5 and that of sister's selection is 1/4. What is the probability that
   (i) Both of them will be selected,
   (ii) Only one of them will be selected.
   (iii) At lest one will be selected.

4. (b) If the decisions of the secretary of a certain Ministry of Nepal Government are found to be effective 60% of the time, then using binomial probability distribution. Find the probability that in a random sample of 5 decisions
   (i) Only one will be effective
   (ii) None of them will be effective
   (iii) More than one will be effective.

5. (a) It is believed that the per day average expenditure of male officers is higher the average expenditure of female officers. In random sample of 55 male officers the mean was found to be Rs 225 per day with a standard deviation of Rs. 115. In another sample of 45 female officers the mean was found to be Rs.200 per of day with a standard deviation of Rs.90. Test the belief at .01 level of significance.

   (b) Dean of the Faculty of Management claims that there is difference in the variability between the age of MPA and MBS students. To test the claim two random samples of size 20 and 25 from MPA and MBS students were taken and asked their age. The results were summarized and obtained the following results:

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Students of	Sample size	Sum of the observations (ΣX)	Sum of squares of observations (ΣX^2)
MPA	20	629	20857
MBS	25	600	14506

Is there any significant difference in the variance of age of MPA and MBS students?

[Table values of $F_{0.05}$ (19, 24) is 2.04 and $F_{0.05}$ (24,19) is 2.11]

6. A certain food corporation claims that the average weight of the packet of its product is 25 gram. To test this claim, a random sample of 12 packets of its product was taken and the weights were recorded as follows:

22, 25, 28, 23, 21, 20, 26, 27, 24, 22, 21, 19

Test the validity of the claim of the corporation at 0.05 level of significance.

[Table values of t. at .05 level of significance for 11 and 12 df are 2.201 and 2.179 respectively.]

Tribhuvan University, 2071

Master Level /I Year/Public Administration   Full Marks: 100

Fundamentals of Public Administration (PA. 510)   Time : 4 hrs

Section "A"
2×25=50
(Long Answer Questions)

Attempt any TWO questions.

1. Critically examine the essence of politics-administration dichotomy; Does it fit in our administrative system? Explain.

2. Discuss the major departure from bureaucratic model to human relations approach in public administration.

3. Managers often adopt incremental approach for making; decisions What would be the reasons? Discuss its relevance in the changing administrative step in Nepal.

Section "B"
4×12.5=50
(Short Answer Questions)

Attempt any FOUR questions.

4. Explain the essential aspects of participatory approach.

5. Why 'contingency approach' is an useful administrative tool for managing an organization? Discuss.

6. Describe the role of different actors in policy implementation.

7. What is delegated legislation? Discuss how administrators involve in such process?

8. Show your acquaintance with globalisation.

9. Discuss the scope of public administration.

Tribhuvan University, 2071

Master Level /I Year/Public Administration   Full Marks: 100

Development Management (PA. 520)   Time: 4 hrs.

Section "A"
2×25=50
(Long Answer Questions)

Attempt any TWO questions.

1. Examine the concept and evolution of development of administration.

2. Discuss the importance of Public Private Partnership (PPP) in development and assess its usefulness in Nepal's PPP practices.

3. What is plan cycle? Discuss the major challenges of plan implementation in Nepal.

(Short Answer Questions)

Attempt any FOUR questions.

4.   Describe the strategy of human resource development in Nepal';

5.   Discuss the major approaches of nation building.

6.   Why political system .capability is important in development management? Discuss.

7.   Assess the poverty reduction efforts in line with the millennium development goals (MDGs) in Nepal.

8.   Discuss the essence of decentralization in a developing country like Nepal.

9.   Examine the concept of administrative culture.

Tribhuvan University, 2071

Master Level /I Year/Public Administration   Full·Marks: 100

Public Policy (PA. 530)   Time: 4 hrs.

Section "A"   2×25=50
(Long Answer Questions)

Attempt any TWO questions.

1.   Examine the nature of public policy. Explain the purposes of the study of public policy.

2.   "A third approach to decision making carries a dual focus offered by rationalism and incrementalism." Explain the statement showing the value of an integrated approach to decision making.

3.   What is policy transfer? Describe the actors of policy transfer and also state its limitations.

Section "B"   4×12.5=50
(Short Answer Questions)

Attempt any FOUR questions.

4.   "Policy making usually centres around governmental institutions." Explain.

5.   Differentiate between policy problems and issues.

6.   Describe the role of interest groups as an agent of policy making.

7.   What, in your opinion, are the conditions that epitomise the top-down approach to policy implementation? Describe.

8.   How do you examine the important aspects that need consideration in monitoring? Describe.

9.   Examine the concept of policy analysis.

Tribhuvan University, 2071

Master Level /I Year/Public Administration   Full Marks: 50

Research Methods in Public Administration (PA. 540)   Time: 2 hrs.

Attempt any FOUR questions.

1. (a) One hundred and five Section Officers in Singha Darbar complex were asked their age and the result were summarized as follows :

Age	Below 25	25-30	30-35	35-40	40-45	45-50	50 and above
No. of Section Officers	5	14	22	33	20	8	3

Find the median age of the Section Officers

(b) We want to estimate the average weight of LP gas cylinders supplied Nepal Gas Company. How many cylinders of gas would be sampled our estimate should be in error by no more than 0.5 kg at the 99% confidence level? The standard deviation of the weight of cylinders known to be 1.5 kg. What would be the required sample size if change the error to 0.3 kg?

2. A researcher wants to find out the relationship between the salary and the expenditure of non-officer level Government employees of a certain; Ministry. He then selects 8 employees of the ministry and summarize the results as follows:

Salary (000 Rs.)	11	12	13	14	15	16	17	18
Expenditure (000 Rs.)	11	11	12	13	13	14	16	15

(a) Compute the regression equation of expenditure on the salary the employees.

(b) Estimate the expenditure of an employee whose salary was (thousand).

(c) Also compute the coefficient of correlation between salary of employees and the expenditure.

3. (a) The price of tomato is normally distributed with a mean of Rs.40 per kg. per day and standard deviation of Rs.5. If in a year (365 days), how many days have price? (i) More than Rs. 55 per kg, (ii) between 30 to 55 Rs. per kg.

3. (b) There are two generators in a certain college for electricity supply. The probability of generator A working 24 hours without failure is 0.8 and the probability of generator B working 24 hours without failure is 0.6. Find the probability that

(i) both the generators will work for 24 hours without failure,

(ii) only one generator will work for 24 hours without failure,

(iii) at least one generator will work for 24 hours without failure.

4. (a) It is believed that the proportion of vegetable farmers is lower in Village A than those in Village B. In a sample of 200 persons of Village A, 95 are found to be vegetable farmers. In another sample of 300 persons from Village B, 155 are found to be vegetable farmers. Test the belief at .01 level of significance.

(b) The mean weight of cement bags of a certain company is claimed to be 50 kg. To test this claim, a sample of 60 bags was selected and the sample mean was found to be 48.5 kg. with a standard deviation of 2.25 kg. Test the claim of the company at 0.05 level of significance.

5. A random sample of 11 officers of a certain Ministry had the following

Officer	A	B	C	D	E	F	G	H	I	J	k
Score before training	84	87	91	87	91	80	85	90	93	80	95
Score after training	89	90	98	93	90	91	94	91	93	84	96

Can it be concluded that the training was effective to increase the performance of the officers? (Table values of t at .05 level of significance for 10 df are 1.812 and 2.228 for one tail and two tail respectively)

6. A random sample of 23 cars from three different brands is selected and their per litre distance in kilometre is recorded as follows :

Brand A	:	25	21	20	22	19	26	24	18
Brand B	:	15	21	14	16	12	24	21	17
Brand C	:	11	15	22	13	20	15	23	

Using Ktuskal-Wallis H test can you conclude that the fuel consumptions of all three brands of cars are same? (Table value of the concern test statistic at .05 level of significance for 2 df is 5.991).

Tribhuvan University, 2071

Section "A"

1×25=25

(Long Answer Questions)

Attempt any TWO questions.

1. Explain the evolution of Human Resource Management in the public sector.

2. What is the inclusive democracy and how the concept of inclusive democracy has influence Human Resource Management sector.

<div align="center">

Section "B" 2·12.5=25

(Short Answer Questions)
</div>

Attempt any TWO questions.

3. What is job analysis and what are its utilities in HRM.

4. Discuss the positive and negative aspects of closed career system.

5. What are the advantages of employee's right to association?

6. State the concept of safety and health in the context of HRM.

Tribhuvan University, 2071

Master Level /I Year/Public Administration Full Marks: 50

Organizational Behaviour (PA. 560) Time: 2 hrs.

<div align="center">

Section "A" 1×25=25

(Long Answer Questions)
</div>

Attempt any TWO questions.

1. What is motivation? Describe the basic assumptions of process theories of employee motivation.

2. What is conflict management? What are the causes of conflict How do you manage conflict in organization? Explain.

<div align="center">

Section "B" 2×12.5=25

(Short Answer Questions)
</div>

Attempt any TWO questions.

3. What is Organizational Behaviour (OB)? Examine its rational study in an organization.

4. What is stress? How do you manage stress in an organization'? Explain.

5. What is organizational change? Explain the factors that resist change.

6. Write short notes on any TWO:

    a. Importance of cooperation in organization

    b. Trait approach to leadership

    c. Organizational culture

Tribhuvan University, 2071

Master Level /I Year/Public Administration

Local Self governance (PA. 570)

Full Marks: 50
Time: 2 hrs.
$1 \times 25 = 25$

Section "A"
(Long Answer Questions)

Attempt any TWO questions.

1. "Local governments is gaining ground in recent decades." In the light of this statement explain the need and importance of local governance.

2. Examine the concept of local governance system and explain the major trends and issues in the contemporary context.

Section "B"

$2 \times 12.5 = 25$

(Short Answer Questions)

Attempt any TWO questions.

3. Discuss the issues relating to local governance personnel system in Nepal.

4. What are the major responsibilities of local bodies in Nepal? Discuss.

5. Why is Public - Private Partnership (PPP) important in local development? What are its constraints? Explain.

6. Show the importance of resource planning in local governance system.