

PUBLIC ADMINISTRATION TEST SERIES 2022



11

DECEMBER, 2021**PROGRAM
FEE****12000 + GST**

- ➡ Total 12 Tests to comprehensively cover the entire syllabus and beyond 8 Sectional and 2 Mocks of Paper 1 & Paper 2 each.
- ➡ Balanced Question papers to cover all aspects, with focus on both Theory and Application of Concepts.
- ➡ Special attention to help develop an organic linkage between Papers 1 & 2.
- ➡ One session on "The Art of Answer Writing" which will be useful in all GS Papers with special focus on Public Administration Paper.
- ➡ Two session on ARC-2 Reports to add more value your answers.
- ➡ One session on Latest important Reports like Finance Commission, Economic Survey, NITI Ayog reports etc.
- ➡ Efficient answer-book correction and actionable feedback.

**8448496262****www.iasscore.in****Mentor: NEERAJ KUMAR**

TEST SCHEDULE

PAPER - 1

| TEST NAME & DATE | TEST TOPICS |
|---|---|
| TEST-1 11 DECEMBER, 2021 PAPER 1 | <ul style="list-style-type: none"> ◉ Introduction Meaning, Scope and Significance of Public Administration Syllabus; 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. ◉ 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). |
| TEST - 2 19 DECEMBER, 2021 PAPER 1 | <ul style="list-style-type: none"> ◉ Administrative Behaviour Process and Techniques of Decision-making; Communication; Morale; Motivation Theories – Content, Process and Contemporary; Theories of Leadership: Traditional and Modern. |

TEST - 3**26 DECEMBER, 2021****PAPER 1****◉ 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.

◉ Accountability and Control

Concepts of Accountability & Control; Legislative, Executive & Judicial Control over Administration; Citizen & Administration; Role of Media, Interest Groups, Voluntary Organizations; Civil Society; Citizen's Charters; Right to Information; Social Audit.

◉ Administrative Law

Meaning, Scope and Significance; Dicey on Administrative Law; Delegated Legislation; Administrative Tribunals.

◉ 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.

◉ Development Dynamics

Concept of development; Changing profile of development administration; 'Anti-development 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.

◉ 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.

TEST - 4**02 JANUARY, 2022****PAPER 1****◉ Public Policy**

Models of Policy-Making and their Critique; Processes of Conceptualisation, Planning, Implementation, Monitoring, Evaluation and review and their Limitations; State Theories and Public Policy Formulation.

◉ Techniques of Administrative Improvement

Organisation and Methods, Work Study and Work Management; e-Governance and Information Technology; Management Aid Tools like Network Analysis, MIS, PERT, CPM.

◉ Financial Administration

Monetary and Fiscal Policies; Public Borrowings and Public Debt Budgets - Types and Forms; Budgetary Process; Financial Accountability; Accounts and Audit.

◉ Financial Management (Paper-II):

Budget as a Political Instrument; Parliamentary control of Public Expenditure; Role of Finance Ministry in Monetary and Fiscal Area; Accounting Techniques; Audit; Role of Controller General of Accounts and Comptroller and Auditor General of India.

PAPER - 2**TEST - 5****09 JANUARY, 2022****PAPER 2****◉ Evolution of Indian Administration:**

Kautilya's Arthashastra; Mughal administration; Legacy of British rule in politics and administration - Indianization of public services, revenue administration, district administration, local self-government.

◉ Philosophical and Constitutional Framework of Government

Salient features and value premises; Constitutionalism; Political culture; Bureaucracy and democracy; Bureaucracy and development.

◉ Public Sector Undertakings:

Public sector in modern India; Forms of Public Sector Undertakings; Problems of autonomy, accountability and control; Impact of liberalization and privatization.

TEST - 6**16 JANUARY, 2022****PAPER 2****◉ Union Government and Administration**

Executive, Parliament, Judiciary - structure, functions, work processes; Recent trends; Intragovernmental relations; Cabinet Secretariat; Prime Minister's Office; Central Secretariat; Ministries and Departments; Boards; Commissions; Attached offices; Field organizations.

◉ Plans and Priorities

Machinery of planning; Role, composition and functions of the Planning Commission and the National Development Council; 'Indicative' planning; Process of plan formulation at Union and State levels; Constitutional Amendments (1992) and decentralized planning for economic development and social justice.

◉ State Government and Administration

Union-State administrative, legislative and financial relations; Role of the Finance Commission; Governor; Chief Minister; Council of Ministers; Chief Secretary; State Secretariat; Directorates.

TEST - 7**23 JANUARY, 2022****PAPER 2****◉ District Administration since Independence**

Changing role of the Collector; Union-state-local relations; Imperatives of development management and law and order administration; District administration and democratic decentralization.

◉ Rural Development:

Institutions and agencies since independence; Rural development programmes: foci and strategies; Decentralization and Panchayati Raj; 73rd Constitutional amendment.

◉ Urban Local Government:

Municipal Governance: main features, structures, finance and problem areas; 74th Constitutional Amendment; Global-local debate; New localism; Development dynamics, politics and administration with special reference to city management.

TEST - 8**06 FEBRUARY, 2022****PAPER 2****◉ Civil Services:**

Constitutional position; Structure, recruitment, training and capacity-building; Good governance initiatives; Code of conduct and discipline; Staff associations; Political rights; Grievance redressal mechanism; Civil service neutrality; Civil service activism.

◉ Administrative Reforms since Independence:

Major concerns; Important Committees and Commissions; Reforms in financial management and human resource development; Problems of implementation.

◉ Law and Order Administration:

British legacy; National Police Commission; Investigative agencies; Role of central and state agencies including paramilitary forces in maintenance of law and order and countering insurgency and terrorism; Criminalisation of politics and administration; Police-public relations; Reforms in Police.

◉ Significant issues in Indian Administration:

Values in public service; Regulatory Commissions; National Human Rights Commission; Problems of administration in coalition regimes; Citizen-administration interface; Corruption and administration; Disaster management.

AFTER PRELIMS**TEST 9****◉ Full Test Paper-I****TEST 10****◉ Full Test Paper-2****TEST 11****◉ Full Test Paper-I****TEST 12****◉ Full Test Paper-2**

TOP 100
ALL INDIA RANKING
CSE 2020

Grid of 100 portraits of CSE 2020 top scorers. The portraits are arranged in a 4x25 grid. Each portrait is labeled with a rank number in a red circle. The ranks are: 1, 9, 12, 13, 14, 16, 17, 19, 20, 24, 26, 28, 30, 31, 36, 38, 41, 45, 50, 51, 52, 55, 56, 58, 59, 67, 68, 70, 71, 73, 74, 76, 78, 83, 84, 85, 86, 89, 93, 98, 100.

SUCCESS IS A PRACTICE WE DO!

TOP 100
ALL INDIA RANKING
CSE 2019

Grid of 100 portraits of CSE 2019 top scorers. The portraits are arranged in a 4x25 grid. Each portrait is labeled with a rank number in a white box. The ranks are: 3, 6, 10, 11, 16, 17, 21, 22, 28, 30, 33, 38, 39, 42, 44, 46, 53, 54, 59, 66, 69, 70, 72, 77, 78, 80, 82, 84, 86, 87, 94, 97, 98.

TOP 100
ALL INDIA RANKING
CSE 2018

Grid of 100 portraits of CSE 2018 top scorers. The portraits are arranged in a 4x25 grid. Each portrait is labeled with a rank number in a white box. The ranks are: 2, 3, 5, 7, 27, 36, 37, 40, 44, 49, 51, 52, 56, 58, 62, 74, 81, 89, 92, 94, 98, 100.

TOP 100
ALL INDIA RANKING
CSE 2017

Grid of 100 portraits of CSE 2017 top scorers. The portraits are arranged in a 4x25 grid. Each portrait is labeled with a rank number in a white box. The ranks are: 3, 10, 19, 31, 33, 35, 40, 41, 44, 45, 48, 54, 57, 63, 64, 68, 71, 75, 77, 80, 83, 93, 97, 100.