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higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

N1210(E)(N26)H
NOVEMBER EXAMINATION

NATIONAL CERTIFICATE

PUBLIC ADMINISTRATION N6

(21010066)

26 November 2013 (Y-Paper)
13:00–16:00

This question paper consists of 5 pages.

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DEPARTMENT OF HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA

NATIONAL CERTIFICATE
PUBLIC ADMINISTRATION N6
TIME: 3 HOURS
MARKS: 200

INSTRUCTIONS AND INFORMATION

1. Answer ALL the questions.
2. Read ALL the questions carefully.
3. Number the answers according to the numbering system used in this question paper.
4. Write neatly and legibly.

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SECTION A

QUESTION 1

1.1 Choose an item/a word from COLUMN B that matches a description in COLUMN A. Write only the letter (A–K) next to the question number (1.1.1–1.1.10) in the ANSWER BOOK.

COLUMN A		COLUMN B	
1.1.1	A manager believes the fate of subordinates is predetermined	A	auditor general
1.1.2	Investigate maladministration in the public sector	B	J.G. Zuma
1.1.3	Undertakes research for public institutions	C	local government
1.1.4	Transfer of private assets to the state	D	premiers
1.1.5	Developer of scientific management theories	E	determinism
1.1.6	President of Republic of South Africa	F	F.W. Taylor
1.1.7	Head of provincial legislatures	G	nationalisation
1.1.8	Audit financial records of the public sector	H	public manager
1.1.9	Make and apply by-laws	I	human sciences research
1.1.10	Aims to improve the welfare of the community	J	public protector
		K	business manager

(10 × 2) (20)

1.2 Define the following concepts:

1.2.1 Privatisation

1.2.2 Nationalisation

1.2.3 Control

1.2.4 Gazette

1.2.5 Policy (5 × 2) (10)

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1.3 A public manager has to determine and establish the functions which enable the department to achieve its mission and objective.

Name FIVE functions of the public manager. (5 × 2) (10)
[40]

TOTAL SECTION A: 40

SECTION B

QUESTION 2

2.1 Discuss factors which can become an obstacle for procedural changes. (20)

2.2 Explain the role of advocate Thuli Madonsela in her capacity as the public protector. (14)

2.3 Give SIX examples of graphic techniques. (6)
[40]

QUESTION 3

3.1 Name and briefly explain formal control measures. (16)

3.2 Briefly explain reference documents as part of auxiliary functions. (10)

3.3 Discuss the relationship between the KwaZulu-Natal provincial legislature and the Ethekwini metropolitan government. (14)
[40]

QUESTION 4

4.1 Differentiate between *Department of Education* and *Shoprite-Checkers.* (10)

4.2 Discuss instrumental functions under the following headings:

4.2.1 Writing (6)

4.2.2 Conducting meeting (6)

4.2.3 Negotiation (4)

4.3 Discuss functional activities of public institutions under the following headings:

4.3.1 Keeping law and order (6)

4.3.2 Education services (4)

4.3.3 Transport (4)
[40]

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QUESTION 5

5.1 Discuss the relationship between central and local authorities. (8)

5.2 Name and briefly explain factors which influence the revision of procedures. (16)

5.3 Name and briefly explain FOUR steps in the control process. (16)
[40]

TOTAL SECTION B: 160
GRAND TOTAL: 200

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