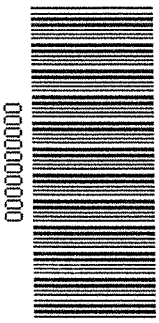

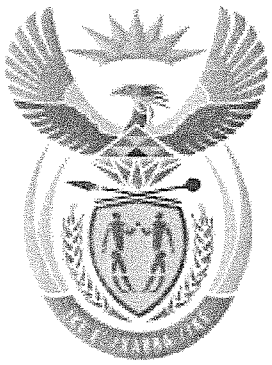

higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

BUSINESS STUDIES

N1240(E)(J24)H

JUNE EXAMINATION

NATIONAL CERTIFICATE

PUBLIC ADMINISTRATION N4

(21010024)

24 June 2014 (Y-Paper)
13:00–16:00

This question paper consists of 6 pages.

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DEPARTMENT OF HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA

NATIONAL CERTIFICATE
PUBLIC ADMINISTRATION N4
TIME: 3 HOURS
MARKS: 100

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 Indicate whether the following statements are TRUE or FALSE. Choose the answer and write only 'true' or 'false' next to the question number (1.1.1–1.1.10) in the ANSWER BOOK.

1.1.1 The President has the responsibility to play a prominent role on all levels of government.

1.1.2 The Executive Council is the top policy maker of the country and must approve bills before they are submitted to Parliament.

1.1.3 Cabinet portfolios are allocated in proportion to the number of seats held by a political party in the Executive Council.

1.1.4 The courts of law exercise judicial authority within our country.

1.1.5 The Premier of a province may pass a bill into law for the entire country.

1.1.6 Citizens have to pay taxes to enable government to fulfil its role to serve the public.

1.1.7 Legislative institutions consist of representatives that were elected by the voters.

1.1.8 The South African Constitution contains guidelines on how Parliament should function.

1.1.9 As a South African citizen, every accused person does not have a right to a fair trial within a court of law, as it depends on the type of crime committed.

1.1.10 Local government is essential for democracy, as it is allowed to deal with matters totally independent from the other two levels of government.

(10 x 2) **[20]**

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1.2 1.2.1 Name the FOUR main classifications of activities of public institutions. (4 x 2) (8)

1.2.2 South Africa is regarded a state.

Name FIVE characteristics to prove that South Africa is a state. (5 x 2) (10)

1.2.3 The Bill of Rights in the Constitution contains basic rights which guarantee total freedom for each individual and all citizens.

Identify EIGHT rights that all South African citizens are entitled to according to the Constitution. (8 x 1) (8)

1.2.4 Define the term *government.* (2)

1.2.5 Who is the current head of the elected government of South Africa? (2)

[30]

TOTAL SECTION A: 50

SECTION B

QUESTION 2

2.1 Describe the role of the government as a provider of public services. (3 x 1) (3)

2.2 The Public Protector and the Auditor-General play a very important role within government. Explain how the role of the Auditor General differs from that of the Public Protector using the following questions:.

2.2.1 Name TWO duties of the Public Protector. (2 x 1) (2)

2.2.2 State TWO functions of the Auditor General. (2 x 1) (2)

2.3 Discuss the main functions of the Constitutional Court as found in our country. (4 x 2) (8)

2.4 Various institutions are established at all levels of government to exercise legislative authority.

Name the institutions that exercise legislative authority and are found at central, provincial and local levels of government. (3 x 2) (6)

2.5 Describe the composition of the National Council of Provinces. (5 x 2) (10)

2.6 List the NINE provinces found in South Africa. (9 x 1) (9)

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2.7 Give ONE word/term for each of the following levels of government. Write only the word/term next to the question number (2.7.2–2.7.5) in the ANSWER BOOK.

LEGISLATURE	2.7.1
2.7.2	2.7.3
ADMINISTRATIVE EXECUTIVE INSTITUTION	2.7.4 2.7.5

(5 x 2) (10)

[50]

QUESTION 3

3.1 Read the following scenario and then answer the questions.

Simon is from Cape Town. He has lived in Cape Town all his life. Two years ago he applied for a job and was offered a position in Dubai. He has been working in Dubai for the past two years.

3.1.1 What citizenship does Simon hold? (1)

3.1.2 State FOUR methods of gaining South African citizenship. (4 x 2) (8)

3.1.3 Can Simon vote in the next general elections in South Africa?

Give a reason for your answer. (3)

3.1.4 Name FOUR ways that Simon can lose citizenship if he continues to work in Dubai. (4 x 2) (8)

3.2 Name TWO types of auxiliary functions found in public institutions. (2 x 1) (2)

3.3 Local level of government plays a very important role in government.

Briefly explain why it is important to have a third level of government. (5 x 2) (10)

3.4 Ministers perform a variety of functions in government. Using the following headings, describe how ministers exercise their functions:

3.4.1 Functions in the House of Parliament. (2 x 2) (4)

3.4.2 Functions as a member of Cabinet. (2 x 2) (4)

3.5 Briefly explain why it is important to have a Council of Traditional Leaders within the governing system of our country. (4 x 2) (8)

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3.6 Legislative authority is found at all levels of government.

Briefly explain the main responsibility of the legislative authority. (2)
[50]

QUESTION 4

4.1 In a democracy because of the political organisation of the state, one can find THREE levels of government.

List and briefly explain the THREE levels of government. (3 x 3) (9)

4.2 The Constitution is the highest law in our country.

Describe the characteristics of the Constitution. (6 x 2) (12)

4.3 List SIX types of Administrative Executive institutions found at central level of government. (6 x 1) (6)

4.4 Describe FIVE important aspects over which the provincial legislature has authority. (5 x 2) (10)

4.5 The Constitution provides for the election of an Executive Deputy President.

4.5.1 Briefly explain how the Deputy President in South Africa is elected. (3 x 2) (6)

4.5.2 Describe TWO powers and functions of the Deputy President. (2 x 2) (4)

4.6 Briefly explain the composition of Cabinet as an executive institution. (3 x 1) (3)
[50]

TOTAL SECTION B: 150
GRAND TOTAL: 200

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