



Chhatrapati Shahu Ji Maharaj  
University, Kanpur

**Answer Script Details**  
**Barcode** 11512149

**Roll No.** 24038000297  
**Total Mark** 58/75.00

**Exam** MA-III\_ODD\_EXAM\_NOV\_2025  
**Subject** A060901T - Indian Administration

**Question wise Mark Summary**

**Q.No Mark Q.No Mark Q.No Mark Q.No Mark**

1A 4/5

1B 4/5

1C 4/5

1D 4/5

1E 4/5

1F 4/5

1G 4/5

1H 4/5

1I 4/5

2 0/15

3 11/15

4 0/15

5 0/15

6 0/15

7 11/15

8 0/15

9 0/15

# Chhatrapati Shahu Ji Maharaj University Kanpur, Uttar Pradesh

Date of Exam : 11/11/2025 Shift : Evening Room No. 06  
 Paper Code: A060901T Subject : Pol. Science Year/Sem : 3  
 Name of Candidate: Ananya Awasthi

Roll No. 24038000297

  
 Signature of Candidate  
  
 Signature of Investigator  
  
 COE Facsimile

## PART-II

MARKS OBTAINED										
Q.	1	2	3	4	5	6	7	8	9	10
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Total Marks in Figures										Max. Marks
Total Marks in Words										



A 0 6 0 9 0 1 T

Paper Code

Signature of Evaluator

Course: Indian Administration

Session: 2025-26 Year/Semester: 3

Subject: Political Science

माहितीकरण का कोड  
College Code

परीक्षा केंद्र का कोड  
Exam Centre Code

परीक्षा का प्रकार  
Type of Exam

K N O I

A	A	●	0	0
E	B	1	●	1
F	D	2	2	2
H	J	3	3	3
●	K	4	4	4
L	L	5	5	5
R	M	6	6	6
S	●	7	7	7
U	T	8	8	8
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W				

K N O I

A	A	●	0	0
E	B	1	●	1
F	D	2	2	2
H	J	3	3	3
●	K	4	4	4
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Regular  Ex-Student  
 Private  Back paper Exam

ANSWER BOOKLET NO.

11512149

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Paper Code  
A 0 6 0 9 0 1 T

Exam Date  
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Name of Candidate  
ANANYA AWASTHI

Father's Name  
ANOO P AWASTHI

पंजीकरण संख्या  
Enrollment Number  
C S J M A 2 4 0 0 0 1 2 8 5 9 2

परीक्षार्थी अभ्यर्थी संख्या  
Candidate's Roll Number  
2 4 0 3 8 0 0 0 2 9 7

पत्र कोड  
Paper Code  
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M	7	7	7	7	7	7	
N	8	8	8	8	8	8	
9	9	9	●	9	9	9	



Ananya  
Signature of Candidate

  
Signature of Investigator

CS Facsimile

  
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नोट: 1. परीक्षार्थी को निर्दिष्ट किया जाता है कि उत्तरदायक पत्रों में पूरा नाम पर अधिक नहीं लिखेंगे जो सामग्री सुरक्षित करें।  
 2. परीक्षा में गरी जाने वाली प्रतिलिपि सभी तथ्यों से शुद्ध की जाएगी। 3. परीक्षा को करने या नहीं करने से परत जायेगी।

### INSTRUCTIONS TO THE CANDIDATE FOR FILLING PART-I

1. Read the instructions carefully given on the answer script and admit card.
2. Write Date of Exam, Shift, Paper Code & Name of Subject Correctly.
3. Write Name & Roll No. Correctly.
4. Write Semester & Branch Correctly.

### INSTRUCTIONS TO THE CANDIDATE FOR FILLING PART-III

1. Use blue or black ball point pen for writing alphabets & numerals in  Boxes.
2. Carefully study the example before you start marking.
3. As shown in the example below blacken the circles completely.



4. Make no Stray marks on this sheet.
5. **DO NOT WRITE OR MARK ON THE BAR CODE.**

### IN ORDER TO AVOID UFM (UNFAIR MEANS) :

1. The Roll No. and Answer Book no. found elsewhere or any other symbol found in the answer book will be treated as unfair means.
2. Any tempering of Bar Code and Booklet no shall be treated as Unfair Means.
3. Do Not bring the materials like slip of paper/mobile/digital diaries/ study material/ revision notes in examination hall. Possession of the mobiles/ digital diaries/ electronic watch and any other electronic gadget except memory less scientific calculator shall be considered as UFM case.
4. Do not keep or paste currency note in answer script it shall be consider as UFM.

### अनुचित साधन से बचने हेतु:

1. उत्तर पुस्तिका के निर्देशित स्थान को छोड़कर अनुक्रमांक एवं उत्तरपुस्तिका का क्रमांक कहीं और न लिखें तथा कोई भी चिह्न न बनायें क्योंकि यह अनुचित साधन प्रयोग की परिधि में आता है।
2. उत्तर पुस्तिका के बारकोड अथवा उत्तर पुस्तिका संख्या पर छेद करने पर अनुचित साधन प्रयोग माना जायेगा।
3. परीक्षा कक्ष में निम्न वस्तुएं साथ न लाने, जैसे लिखे हुए कागज के टुकड़े, मोबाइल, डिजिटल क्लॉक, कोपी, पुस्तक यह सभी वस्तुएं जो अनुचित साधन के अन्तर्गत आती हैं। केवल संबंधित प्रश्नपत्र में ही निर्धारित लेस साइडफिक कॅल्कुलेटर ले जाने की अनुमति होगी।
4. उत्तर पुस्तिकाओं में कचरे न रखें न ही उत्तर पुस्तिका में विप्रकार्यें। ऐसा करना अनुचित साधन प्रयोग की परिधि में आता है।

### परीक्षार्थी के लिए निर्देश

1. प्रवेश पत्र एवं उत्तर पुस्तिका पर दिये गये निर्देशों को ध्यान से पढ़ें।
2. कवर पृष्ठ के दूसरी तरफ कुछ न लिखें।
3. उत्तर पुस्तिका के पृष्ठों पर दोनों तरफ लिखें।
4. प्रश्न पत्र पर अपने अनुक्रमांक के अतिरिक्त कुछ न लिखें।
5. प्रश्न पत्र कोड एवं प्रश्न पत्र कोड सावधानी पूर्वक लिखें।
6. अपनी स्थिति स्पष्ट लिखें।
7. उत्तर पुस्तिका के पृष्ठों की संख्या देखें। अगर उत्तर पुस्तिका में पृष्ठ (1-24) से कम हैं या फटे हुए हैं, तो परीक्षा शुरू होने के पूर्व दूसरी उत्तर पुस्तिका ले लें।
8. प्रश्नपत्र को देख, यदि प्रश्नपत्र के विषय कोड, विषय का नाम तथा प्रश्नों में कोई त्रुटि है तो उसके परीक्षा शुरू होने के 30 मिनट के अन्दर के निरीक्षक को तत्काल सूचित करें, उसके बाद विश्वविद्यालय द्वारा कार्यवाही नहीं की जायेगी।
9. प्रश्नों के उत्तर लिखने के लिये पेसिल का प्रयोग न करें।
10. B कोपी या अतिरिक्त शीट नहीं दिया जायेगा।

### INSTRUCTIONS TO THE CANDIDATE

1. Read the instructions carefully given on the Question Paper, Admit Card & Answer Script.
2. Do not write anything on back side of the cover page.
3. Write on both sides of pages of answer book.
4. Do not write anything on question paper except Roll Number.
5. Write Paper Code & Question Paper Id carefully.
6. CHECK the number of pages (1-32) or any other kind of damage in your answer script, if found than change the answer script immediately before the commencement of examination.
7. CHECK the Question Paper for any kind of discrepancy e.g. Subject Code, Subject Name and Question of the Question Paper during first THIRTY MINUTES of the commencement of the exam, so that it can be corrected in TIME. After that no corrections shall be entertained by the university.
8. Do not use pencil for answering the question.
9. Write status correctly e.g. those appearing in carry over paper should fill in status as Carry Over. Those appearing as E-Students should fill in status as ex.
10. No supplementary answer book & graph paper will be provided.

### INSTRUCTIONS TO THE CANDIDATE FOR FILLING PART-IV

1. Use blue or black ball point pen for writing alphabets & numerals in  Boxes.
2. Use blue or black ball point pen for filling the circles.

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Note - If your Roll No. is of 10 digits. Please leave first three columns



## Section B

Q/Ans - 4

Ministry of Home Affairs, of Government of India is one of the most important ministries responsible for various activities happening inside the country or the activities which influences the law & order of the country.

### Structure of MoHA

It consists of a home minister, ministers of state and the team of senior civil servants.

Home Minister : He/she is the head of the ministry and takes all important decisions related to the ministry.

Ministers of State : To help the home minister in implementing the decisions & also in taking the decision according to the local needs.

Civil Servants : In MoHA's administrative head is home secretary, who advises the home minister in policy making & decisions. Under secretaries and joint sec. are also there to assist him.



Home ministry is divided into 5 major departments :-

- 1) Dept. of States.
- 2) Dept. of Internal Security.
- 3) Dept. of Jammu & Kashmir and Ladakh affairs.
- 4) Dept. of official language.
- 5) Dept. of Home affairs.

Functions of the ministry

① Internal security

→ Maintains law & order within the country.

→ deals with insurgency, terrorism and extremism (Naxalism) with the help of National Investigation Agency (NIA)

→ ~~implements~~ coordinates internal security ~~matters~~ with Intelligence through Intelligence Bureau and paramilitary forces.

→ ~~also~~ makes policies to combat and prevent any kind of violence.




## ② Border Management

- Supervises Border security force (BSF) and Indo-Tibetan Border Police (ITBP) to prevent border violence.
- Implements fencing, floodlighting and ~~border~~ development of border areas.  
Eg → Vibrant Village Programme.

## ③ Disaster management

- coordinates disaster relief and response through National Disaster Management Authority (NDMA) and National disaster response force (NDRF).
- formulates policy for disaster risk reduction and mitigation.

## ④ Centre - State Relations

- responsible for <sup>handling</sup> administrative, ~~and~~ financial and legislative relations provided by the Constitution of ~~the~~ .
- handles disputes arising under Art-76 and Art-156-163 (Union control over ~~the~~ states)



→ manages the dispute between state government and government on constitutional matters.

### ⑤ Immigration, citizenship and national identity

→ maintains National People Register (NPR) and foreigners Act.

→ administers the laws related to immigration, citizenship, visas & passports.

→ coordinates with Mo External Affairs on visa matters.

### ⑥ Official language

→ It is responsible for promotion of use of Hindi and regional languages under the official language Act, 1963.

→ monitors Dept.  official language.

### ⑦ Human rights and Pensioners welfare

→ looks into the matter related to human rights, communal violence and rehabilitation of displaced persons.



→ responsible for giving away the benefits of national pension system to the new recruits.


Thus, MoHA is a Key guardian of India's Internal security, federal harmony and border managements. It helps in maintaining peace, stability and harmony among the citizens and various communities.

### Section C

#### Ans - 9

Liberalisation and globalisation has brought significant ~~changes~~ changes in the Indian Administration since the 1990s. It has impacted its role, structure and processes.

The New Economic policy of 1991, introduced by Prime Minister (P.V. Narasimha Rao and then finance minister, Dr. Manmohan Singh, has opened up India's economy to the global market and has reduced govt. control on economic activities.

Liberalisation refers to  reduction of government regulations and restrictions on economic activities.



Globalisation means integration of national ~~economy~~ <sup>economy</sup> to the global market economy through trade, investment & technology.

Together, both liberalisation and globalisation has transformed India's economy from state controlled to the market-oriented economy, impacting various levels of public administration.

Impact of Globalisation and liberalisation on Indian Administration

### 1) Change in the role of State

- The role of govt. has shifted from controller to "facilitator".
- Now, the govt's control over industries has reduced and it only regulates them.

### 2) Administrative Reforms & Modernisation

- Globalisation requires efficiency, accountability and transparency.
- Introduction of e-governance, digital India, etc. helped in this regard.



### 3) Economic and financial reorientation

- As the advent of LPG reforms was the result of fiscal deficit and low productivity, such reorientation was inevitable.
- Enactment of Fiscal Responsibility and Budget Management Act (FRBM) took place.
- Role of Mo finance and other regulating agencies like SEBI, TRAI, etc has increased.
- privatisation and disinvestment of Public Sector Undertakings (PSUs) took place more & more.

### 4) Impact on Policy Making

- Now, the policy making is no more centralised, planned & bureaucratic rather, it is now market oriented.
- Policies are formulated to meet the international standards laid down by World Bank, IMF, etc.

### 5) Impact on Bureaucracy

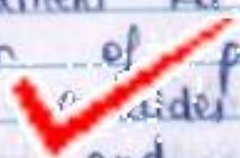
- Bureaucrats now have to be more



professional, skilled and as per the needs of the society.

- Civil services training and upgradation of skills ~~more~~ more emphasized to make the service delivery efficient in the globalised world.

### 6) Decentralisation

- Through 73<sup>rd</sup> and 74<sup>th</sup> constitutional amendment Act of 1992, decentralisation of powers has taken place. This  provides autonomy to local bodies and ultimately, makes the administration efficient & effective.

### 7) Emergence of regulatory bodies

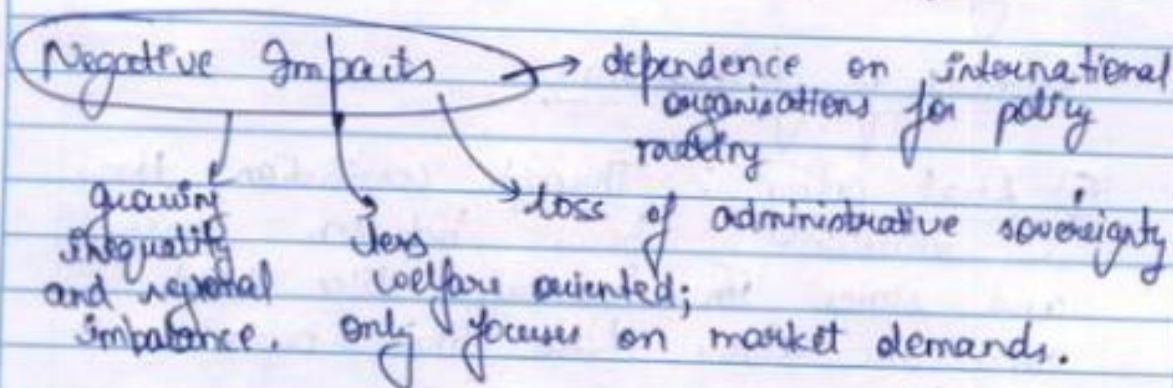
- New autonomous regulatory bodies have been established to regulate the financial and other activities.

Ex → SEBI : for securities market

- These bodies reflect the shift from direct control industries to the regulatory functioning done by the govt.



Despite all these positive impacts, Liberalisation and globalisation have also negatively impacted the administration.



However, with right strategy and approach, liberalisation & globalisation can positively impact the Indian administration and the ill effects can be reduced or mitigated. This has improved transparency, accountability and responsiveness of the administration. Hence, through welfare schemes the problem of inequality & regional imbalance can be checked.

### Section - A

#### Ans-1 (A)

Federalism is a kind of political system which is formed on the basis of relation between the centre and states or other provincial units.

Indian federalism is not a true federalism; rather a mix of unitary & federal feature.



USA → is called true federal state because there is <sup>strict</sup> division of power among state & centre.

### Features of federalism:

- ① Dual ✓ : Through constitution, there is division of power between centre and states. In countries like USA, even the states have their own constitution.
- ② Written constitution : In a federal setup, it becomes necessary to have a written constitution so that the roles & responsibilities are clearly divided.
- ③ Rigid constitution : Constitution is hard to amend.
- ④ Independent judiciary : Judiciary is often independent to have checks & balances on the ~~advis~~ legislature & executive.

Thus, the kind of federalism prevailing in the nation depends on the socio-economic conditions & the history. So, India has been considered as quasi-federal due to its strong centralising tendency.

Ans-1 (B)

Budget is the estimated expenditure and revenue. Budget formulation gives us a blue print that how much in our income and what ~~or~~ situations we can afford.

In the case of a country, Budget making is a very essential step so that the govt. spend according to the revenue to be received by it through various direct & indirect taxes.

In India, Budget is prepared by the Dept. of economic affairs under Mo finance. It goes through scrutiny and consolidation by various departments and ministries and finally by the finance ministry.

After consolidation and approval by the Budget it is presented to the parliament and after all the procedures, finally assent is given by the President. After this whole procedure only, the govt. can collect or spend money out of the consolidated fund of India.

Budgeting of various types. They are :-

- performance based budgeting
- zero based budgeting
- gender budgeting.

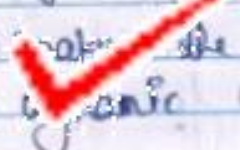


### Ans-1(c)

Training is a very crucial step in the way of becoming a civil servant. It enhances the skills and efficiency of the civil servant to better manage and deal with public.

In-service training is a kind of training which is given to the civil servants who are already in services - be it, IAS, IPS or IFS.

#### Purpose of In-service training:


- To ~~make~~  the civil servants ready for economic challenges.
- Upgradation of skills helps in better administration.
- This engages the individual in learning new things and this keeps their work interesting and they don't get bored.
- Modern governance requires professionalism; hence to provide this level of skills in-service training is provided at regular intervals during the service.

Ans - 1 (D)

Lateral entry system is designed to admit the specialists of ~~their~~ specific domains in the administration. There are often doctors, engineers, data scientists, etc who can provide domain specific knowledge for better policy making.

Normally, there is a exam conducted by UPSC to recruit people for the administration purpose. But due to their generalist approach, they lack technical and sector specific knowledge which hinders the decision making in crucial fields like Education, Health, AI, Agriculture, etc.

To overcome this problem, people are recruited directly from the industries having technical knowledge.

This  has also led to the persistent debate of Generalists vs Specialists. The reason behind this conflict is the occupancy of top leadership & managerial positions by the administrators (Generalists) even in the technical field. This leads to under-utilisation & under value of expertise of the specialists.

Thus, lateral entry system helps in improving efficiency and transparency in the administration.



Ans 1 - (E)

Citizen Charter is the document which talks about the service standards to be provided to the citizens by the institutions of the government.

It aims to enhance transparency in the governance and it is an essential component of good governance. With the help of this document, the citizens know what quality of services will be provided to them. And, if such quality is not provided they can file a legal complain against the provider institution.

It is a major administrative reform suggested by the 1st Administrative Commission, 1966 and 2nd ARC, 2005.

Citizen Charter makes the administration citizen-oriented and builds public trust in the governing institutions.

Thus, Citizen Charter is very crucial in modern democratic systems to build public confidence and increase public participation in the democracy.



### Ans- 1 (A)

Kautilya, the prime minister of Chandragupta Maurya (A Mauryan ruler) wrote Arthashastra to describe political philosophies, administration, governance, diplomacy, etc.

The major element of his Arthashastra was the "administration". During Mauryan period, empire was divided into various provinces, so Arthashastra tells the method to administer such provinces.

Nature of the State - Acc. to Kautilya, the state should be a welfare state. He wrote, "In the happiness of his subjects, lies the happiness of the King; in their welfare, is his welfare".

Key features of Arthashastra :-

- 1) Saptang Theory - Discusses the 7 essential elements of state required for better administration.
- 2) Centralisation - Gives more power to the King but at the same time King is subject to the welfare of the masses.
- 3) Provincial administration - Rajukas, Guanamikas etc do look after the



Land revenue and collection of taxes.  
Also responsible for maintenance of law & order at the local level.

4) Diplomacy : Foreign policy and the tactics to be adopted by the king to expand his territory & power are also mentioned.

Kautilya's Arthashastra is often compared with Machiavelli's 'The Prince' as it also talks about the statecraft & way of administration.

### Am-1 (G)

Administrative reforms refers to the planned <sup>effort</sup> to improve efficiency, effective, transparency, accountability and responsiveness of the administration.

### Administrative reforms in India :-

Various commissions and initiatives have contributed in making Indian administration effective & citizen friendly. They are :-

2) 1<sup>st</sup> ARC, 1966 :- set up by



The central govt. under Morarji Desai.

- It gave more than 500 recommendations. Some of them were accepted such as - Citizen charter, Dept. of personnel was created.

2) 2<sup>nd</sup> ARC, 2005 :- under the chairmanship of Veerappa Moily.

- submitted 15 reports to reform the governance in 21<sup>st</sup> century.
- Some include → RTI Act, 2005
  - combat corruption
  - Citizen charter
  - enhance people participation.

3) Citizen-oriented reforms

- Sevottam Model (Service excellence model) to include citizens and ~~more~~ deliver public services efficiently.

4) e-governance

- National e-governance plan, digital India, etc. were aimed to improve transparency in the administrative process.

Hence, Administrative reforms are very much required in today's complex governance system so that the purpose of administration is served.



~~Ans - I (II)~~

Ans - I (I)

District Rural Development Agency is an administrative arm of the District Administration. It plans, coordinates and implements the rural development programs of the national and state governments at the local level.

District Collector / Magistrate (DM) is the head of this Agency. He/she performs the role of Coordinator in this regard.

Functions of DRDA :

① Planning : Plans the development schemes all looking at the needs of local people.

② Coordination : It coordinates all the departments which are engaged in the implementation of the scheme.

③ Implementation : With the help of field organisations, it provides services directly to the people.



Earlier, ~~same~~ <sup>different</sup> ~~some~~ <sup>body</sup> agencies used to exist to implement the rural development programs like education, health, women, ~~social~~ <sup>extension</sup> etc. But, due to its low efficiency, PRDA came into existence during 1980s along with Integrated rural development program scheme (IRDP).

Through advent of PRDA, district administration has become efficient, effective and citizen friendly.

### Ans-1 (H)

Chief secretary is the top most bureaucrat of Indian Civil services. He/she leads the overall functioning of the central secretariat.

It coordinates among ministries to assist them in policy making and decision-making.

It helps in agenda setting, crucial policy making etc.

All the parliamentary activities (debates, speeches) are monitored & planned by the Cabinet Secretary.

Do Not Write anything in this Portion



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20





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21

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22

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23

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CS



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24

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