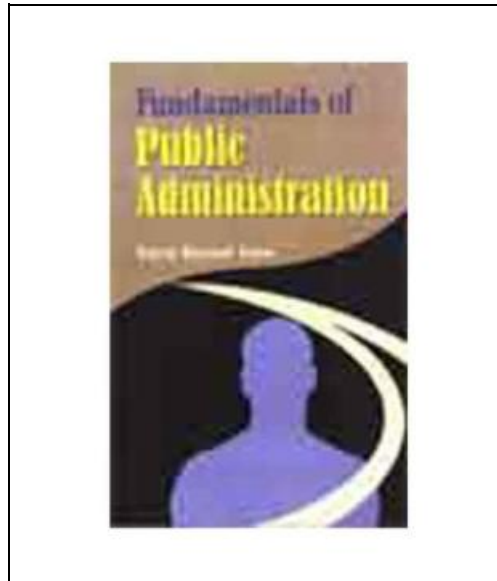


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FUNDAMENTALS OF PUBLIC ADMINISTRATION



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Anmol Publications Pvt. Ltd., 2001. Hardcover. Book Condition: New. This book emerges out of an intellectual curiosity that is labouring under pains to deliver what is best to the students of Public Administration. With the broad aim of catering to the fundamental necessity of the self starters in the discipline, the book goes beyond that and focuses its attention on the wider spectrum of socio-political environment that shapes the Kaleidoscopic horizon of the great discipline in general and the basic cognitive map of the pupils, in particular. The book entails Ten Chapters in to which are more or less self-contained in themselves and complementary in character, giving strength to one another by supplementing the missing number. While the First Chapter makes a thorough elaboration of the elementary concepts the Second Chapter, notwithstanding the development of the discipline, embarks upon an attempt to delineate in details the various ways of approaching the subject. The Third one, makes an aerial survey of the physiology by highlighting the main aspects of administrative organization and the principles that govern it. While the Fourth Chapter, delicately analyses the structural components of administration, the Fifth one makes a realistic endeavour to understand the working of administration. The Sixth Chapter reconciles the various administrative procedures whereas, the Seventh Chapter evaluates the actual working of the administrative structures in the governance of the political system. Chapter Eight, throws an insight into the fiscal processes made in a political system as well as the measures to bring transparency in such transactions. Chapter Nine, on the other hand, explains the role of personnel in the administrative scenario and their actual dealing with each other. Finally, Chapter Ten, not only evaluates the machinery for the redress of the grievances of the governed, but also makes an humble attempt to explore...



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