



MACHAKOS UNIVERSITY

University Examinations For 2018/2019 Academic Year

SCHOOL OF ENVIRONMENT AND NATURAL RESOURCES MANAGEMENT

DEPARTMENT OF ENVIRONMENTAL SCIENCES

SECOND SEMESTER FOURTH YEAR EXAMINATION FOR

BACHELOR OF ENVIRONMENTAL STUDIES AND COMMUNITY DEVELOPMENT

ECD 420: PRINCIPLES OF ADMINISTRATION AND MANAGEMENT

DATE: 6/5/2019

TIME: 8:30 – 10:30 AM

INSTRUCTIONS: Answer Question One and Two Other Questions

QUESTION ONE (COMPULSORY) (30 MARKS)

- a) Define the following: -
 - i) Management (2 marks)
 - ii) Professionalism (2 marks)
 - iii) Public service (2 marks)
 - iv) Team building (2 marks)
 - v) Public financial management (2 marks)
- b) List five features that make management an art (5 marks)
- c) Cite seven steps in decision making process (7 marks)
- d) State four fundamentals of Planning that are necessary for any effective organization. (8 marks)

QUESTION TWO (20 MARKS)

Citing examples, discuss five functions of management used in Kenya's Public Service

QUESTION THREE (20 MARKS)

Explain ten principles of management according to Henri Fayol

QUESTION FOUR (20MARKS)

Explain ten functions of the Public Service Commission of Kenya.

QUESTION FIVE (20MARKS)

Discuss some governance challenges facing the Public sector in Kenya today.