

# MOKSHA

Mains **O**riented **K**nowledge **S**haring & **A**ssessment

**UPSC - PUBLIC ADMINISTRATION  
(BATCH II)**

**MAINS 2024**

**TEST BATCH**

**(Offline | Online)**

Admissions from **29<sup>th</sup> May, 2023**  
Courses start from **20<sup>th</sup> June, 2023**



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## UPSC - MAINS 2024 (BATCH II) PUBLIC ADMINISTRATION TEST SCHEDULE

### ENRICHED RESOURCE MATERIALS

1. Booklet on Yojana and Kurukshetra Materials relevant to Syllabus.
2. Mind Mapping of Syllabus Topics

S.NO.	DATE	TEST	SYLLABUS
	20.06.2023		<b>Orientation - Test 1</b>
1.	22.06.2023	<b>Test 1 (150 marks)</b>	<b>Introduction:</b> Meaning, scope, and significance of Public Administration, Wilson's vision of Public Administration, Evolution of the discipline, and its present status. New Public Administration, Public Choice approach; Challenges of liberalization, Privatisation, Globalisation; Good Governance: concept and application; New Public Management.
	03.07.2023		<b>Test 1 Discussion/Orientation Test 2</b>
2.	06.07.2023	<b>Test 2 (150 marks)</b>	Scientific Management and Scientific Management movement; Classical Theory; Weber's bureaucratic model its critique and post-Weberian Developments; Dynamic Administration (Mary Parker Follett); Human Relations School (Elton Mayo and others);
	17.07.2023		<b>Test 2 Discussion / Orientation Test 3</b>
3.	20.07.2023	<b>Test 3 (150 marks)</b>	<b>Administrative Thought:</b> Functions of the Executive (C.I Barnard); Simon's decision-making theory; Participative Management (R.Likert, C.Argyris, D.McGregor). <b>Administrative Behaviour:</b> Process and techniques of decision-making; Communication; Morale; Motivation Theories content, process and contemporary; Theories of Leadership: Traditional and Modern.



	31.07.2023		<b>Test 3 Discussion / Orientation Test 4</b>
4.	03.08.2023	<b>Test 4 (150 marks)</b>	<ol style="list-style-type: none"> <li><b>Organisations:</b> Theories – systems, contingency, Structure and forms: Ministries and Departments, corporations, Companies, Authorities; Public – Private Partnerships.</li> <li><b>Evolution of Indian Administration:</b> Kautilya’s Arthashastra; Mughal administration; Legacy of British rule in politics and administration - Indianization of public services, revenue administration, district administration, local self-government.</li> </ol>
	14.08.2023		<b>Test 4 Discussion / Orientation Test 5</b>
5.	17.08.2023	<b>Test 5 (150 marks)</b>	<ol style="list-style-type: none"> <li><b>Accountability and control:</b> Concepts of accountability and control; Legislative, Executive and Judicial control over administration; Citizen and Administration; Role of media, interest groups, voluntary organizations; Civil society; Citizen’s Charters; Right to Information; Social audit.</li> <li><b>Philosophical and Constitutional framework of government:</b> Salient features and value premises; Constitutionalism; Political culture; Bureaucracy and democracy; Bureaucracy and development.</li> <li><b>Public Sector Undertakings:</b> Public sector in modern India; Forms of Public Sector Undertakings; Problems of autonomy, accountability and control; Impact of liberalization and privatization.</li> </ol>
	28.08.2023		<b>Test 5 Discussion / Orientation Test 6</b>
6.	31.08.2023	<b>Test 6 (150 marks)</b>	<ol style="list-style-type: none"> <li><b>Administrative Law:</b> Meaning, scope and significance; Dicey on Administrative law; Delegated legislation; Administrative Tribunals.</li> <li><b>Plans and Priorities:</b> Machinery of planning; Role, composition and functions of the Planning Commission and the National Development Council; ‘Indicative’ planning; Process of plan formulation at Union and State levels; Constitutional Amendments (1992) and decentralized planning for economic development and social justice.</li> <li><b>District Administration since Independence:</b> Changing role of the Collector; Union-state-local relations; Imperatives of development management and law and order administration; District administration and democratic decentralization.</li> </ol>
7	07.09.2023	<b>Test 7 (250 marks)</b>	<b>Paper I - Test 1 to 6 Paper II - Test 1 to 6</b>
	11.09.2023		<b>Test 6 &amp; 7 Discussion / Orientation Test 8</b>



8	14.09.2023	Test 8 (150 marks)	<p><b>1. Comparative Public Administration:</b> Historical and sociological factors affecting administrative systems; Administration and politics in different countries; Current status of Comparative Public Administration; Ecology and administration; Riggsian models and their critique.</p> <p><b>2. Union Government and Administration:</b> Executive, Parliament, Judiciary - structure, functions, work processes; Recent trends; Intragovernmental relations; Cabinet Secretariat; Prime Minister's Office; Central Secretariat; Ministries and Departments; Boards; Commissions; Attached offices; Field organizations.</p>
	25.09.2023		<b>Test 8 Discussion / Orientation Test 9</b>
9.	28.09.2023	Test 9 (150 marks)	<p><b>1. Development Dynamics:</b> Concept of development; Changing profile of development administration; 'Anti-development thesis'; Bureaucracy and development; Strong state versus the market debate; Impact of liberalisation on administration in developing countries; Women and development - the self-help group movement.</p> <p><b>2. State Government and Administration:</b> Union-State administrative, legislative and financial relations; Role of the Finance Commission; Governor; Chief Minister; Council of Ministers; Chief Secretary; State Secretariat; Directorates.</p>
	03.10.2023		<b>Test 9 Discussion / Orientation Test 10</b>
10.	05.10.2023	Test 10 (150 marks)	<p><b>1. Personnel Administration:</b> Importance of human resource development; Recruitment, training, career advancement, position classification, discipline, performance appraisal, promotion, pay and service conditions; employer-employee relations, grievance redressal mechanism; Code of conduct; Administrative ethics.</p> <p><b>2. Civil Services:</b> Constitutional position; Structure, recruitment, training and capacity-building; Good governance initiatives; Code of conduct and discipline; Staff associations; Political rights; Grievance redressal mechanism; Civil service neutrality; Civil service activism.</p>
	16.10.2023		<b>Test 10 Discussion / Orientation Test 11</b>



11.	19.10.2023	<b>Test 11</b> <b>(150 marks)</b>	<p><b>1. Public Policy:</b> Models of policy-making and their critique; Processes of conceptualisation, planning, implementation, monitoring, evaluation and review and their limitations; State theories and public policy formulation.</p> <p><b>2. Significant issues in Indian Administration:</b> Values in public service; Regulatory Commissions; National Human Rights Commission; Problems of administration in coalition regimes; Citizen-administration interface; Corruption and administration; Disaster management.</p>
	30.10.2023		<b>Test 11 Discussion / Orientation Test 12</b>
12.	02.11.2023	<b>Test 12</b> <b>(150 marks)</b>	<p><b>1. Techniques of Administrative Improvement:</b> Organisation and methods, Work study and work management; e-governance and information technology; Management aid tools like network analysis, MIS, PERT, CPM.</p> <p><b>2. Administrative Reforms since Independence:</b> Major concerns; Important Committees and Commissions; Reforms in financial management and human resource development; Problems of implementation.</p> <p><b>3. Law and Order Administration:</b> British legacy; National Police Commission; Investigative agencies; Role of central and state agencies including paramilitary forces in maintenance of law and order and countering insurgency and terrorism; Criminalisation of politics and administration; Police-public relations; Reforms in Police.</p>
	20.11.2023		<b>Test 12 Discussion / Orientation Test 13</b>
13.	23.11.2023	<b>Test 13</b> <b>(150 marks)</b>	<p><b>1. Financial Administration:</b> Monetary and fiscal policies; Public borrowings and public debt Budgets - types and forms; Budgetary process; Financial accountability; Accounts and audit.</p> <p><b>2. Financial Management:</b> Budget as a political instrument; Parliamentary control of public expenditure; Role of finance ministry in monetary and fiscal area; Accounting techniques; Audit; Role of Controller General of Accounts and Comptroller and Auditor General of India.</p>
	04.12.2023		<b>Test 13 Discussion / Orientation Test 14</b>



14.	07.12.2023	Test 14 (150 marks)	<p><b>1. Rural Development:</b> Institutions and agencies since independence; Rural development programmes: foci and strategies; Decentralization and Panchayati Raj; 73rd Constitutional amendment.</p> <p><b>2. Urban Local Government:</b> Municipal governance: main features, structures, finance and problem areas; 74th Constitutional Amendment; Global-local debate; New localism; Development dynamics, politics and administration with special reference to city management.</p>
15.	14.12.2023	Test 15 (250 marks)	<p><b>Paper I – Test 7 to 12</b> <b>Paper II – Test 7 to 14</b></p>
	18.12.2023		<p><b>Discussion Test 15</b></p>
16.	21.12.2023	Test 16 (250 marks)	<p><b>Paper I – Full Syllabus (Morning session)</b></p>
17.	21.12.2023	Test 17 (250 marks)	<p><b>Paper II – Full Syllabus (Afternoon session)</b></p>

<b>FORMAT</b>	<b>ONLINE / OFFLINE</b>
<b>TEST</b>	<b>ONLINE / OFFLINE</b> <b>Test : 2.00 p.m. to 5.00 p.m.</b>
<b>ORIENTATION / DISCUSSION</b>	<b>2.30 p.m to 4.30 p.m.</b>
<b>FEE STRUCTURE</b>	<b>Rs.9,000/-</b>

**NOTE :**

*Point format key will be provided*

*Toppers answers will be provided*

## Centres

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### Anna nagar

☎ **76677 66266**

No 259, AL Block, 4th Avenue, Shanthi Colony,  
Anna Nagar, Chennai-600040

### Bengaluru

☎ **81972 92121**

No-34, 2nd stage,  
Basaveshwara HBCS layout,  
Chandra layout bus stand road,  
Bengaluru, Karnataka 560040.

### Adyar

☎ **90252 78278**

No-2/23, 3rd Cross Street,  
Padmanabhanagar,  
Adyar, Chennai-600 020

### Madurai

☎ **97896 22555**

No:409/B, Mall super  
market, Second floor,  
church road, Anna nagar,  
Sathamangalam,  
Madurai-625 020

### Coimbatore

☎ **87927 39577**

No.790, 2nd Floor,  
Cross Cut Road,  
Gandhipuram  
Coimbatore-641 009.

### Delhi

☎ **88991 80180**

Upper ground floor, 25, Pusa Road,  
Delhi-110060.

### Thiruvananthapuram

☎ **75919 02600**

2nd floor, Condor Plaza, TC 2/2421,  
Pattom Palace P.O., Thiruvananthapuram,  
Kerala-695 004.

### Salem

☎ **89400 80039**

No.207/5 United Arcade,Kauveri Avenue,  
State Bank Colony, Junction Main Road,  
Salem-636 004

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☎ **97896 64555**

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