

REDUCED PORTION
PUBLIC ADMINISTRATION

CLASS: XII

SESSION: 2020-21

Unit/Group/Chapter	Unit/Group/Chapter
Unit – II FINANCIAL ADMINISTRATION	e) Performance Budgeting.
Unit – III AUDIT AND ITS ROLE	b) Accounting: Its importance and Organisation.
Unit – IV SELECTED APPROACHES	a) Scientific Management. b) Human Relations Approach.
Unit – VII ADMINISTRATION IMPROVEMENT	b) Administrative Reforms.
Unit – VII ADMINISTRATIVE LAW	d) Administrative Tribunals – Roles, Structure and Working.