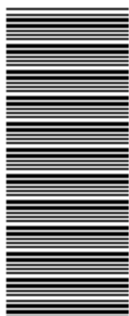


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higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

N1310(E)(J8)H
JUNE EXAMINATION

NATIONAL CERTIFICATE

PUBLIC ADMINISTRATION N4

(21010024)

8 June 2016 (X-Paper)
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DEPARTMENT OF HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA
NATIONAL CERTIFICATE
PUBLIC ADMINISTRATION N4
TIME: 3 HOURS
MARKS: 200

INSTRUCTIONS AND INFORMATION

1. Answer ALL the questions.
 2. Read ALL the questions carefully.
 3. Number the answers according to the numbering system used in this question paper.
 4. Write neatly and legibly.
-

SECTION A**QUESTION 1**

1.1 Indicate whether the following statements are TRUE or FALSE. Choose the answer and write only 'true' or 'false' next to the question number (1.1.1–1.1.10) in the ANSWER BOOK.

- 1.1.1 State corporations are examples of executive institutions found at central level of government.
- 1.1.2 Constructing and maintaining information systems is an example of auxiliary functions found within government institutions.
- 1.1.3 The Bill of Rights guarantees that only certain persons or people have free access to courts.
- 1.1.4 The cabinet is the highest institution found at central level of government.
- 1.1.5 There is judicial control over parliament, and therefore courts of law can examine a bill to ensure that it follows the principles of government.
- 1.1.6 The national assembly consists of a single delegation from each of the provinces.
- 1.1.7 The Electoral Act contains strict provisions to prevent corrupt activities at the elections.
- 1.1.8 In a democratic state only a few people are invested with the authority to make decisions that must be followed by all citizens.
- 1.1.9 The government is the highest political institution in a state consisting of political office-bearers.
- 1.1.10 A geographical area cannot be called a state unless it has a permanent population.

(10 x 2) (20)

- 1.2 The provincial government undertakes the running of the provincial administration in South Africa. This level of government plays a crucial role in the administration of each province.

In relation to the above extract fill in the missing words to complete the following sentences. Write only the word/term next to the question numbers (1.2.1–1.2.4) in the ANSWER BOOK.

1.2.1 The provincial government is found at the ... level of government.

1.2.2 There are ... provincial governments in South Africa, one for each province.

1.2.3 The legislative authority at the provincial level is vested in the ...

1.2.4 The ... is the head of the province.

(4 x 2) (8)

1.3 List the NINE provinces found in South Africa. (9 x 1) (9)

1.4 Give THREE reasons why you think it is important to have provincial governments in South Africa. (3 x 1) (3)

TOTAL SECTION A: 40

SECTION B

QUESTION 2

2.1 Name and discuss the THREE categories of family-unit systems. (10)

2.2 The Rule of Law is one of the principles of democracy. Explain the THREE factors that are established by the Rule of Law in South Africa. (3 x 2) (6)

2.3 Explain what you understand by the term *legislative authority* as found within the THREE levels of government. (4)

2.4 Describe how the following role-players play an important role in the administrative and political process of a state.

2.4.1 Population (2 x 2) (4)

2.4.2 Interest and pressure groups (3 x 2) (6)

2.5 Local government is essential for democracy.

Why is it important for local government to exist as part of the government structure in our country? (5 x 2) (10)

[40]

QUESTION 3

- 3.1 Although the election of representatives of a country is a purely political affair, there is a comprehensive process behind the creation of the voters' roll, the determination of the voter's right to vote and the organisation of the election.
- 3.1.1 Which institution in South Africa is tasked with the organisation of elections to ensure that they are free and fair? (2)
- 3.1.2 Give THREE points to describe the party-list system used for voting in South Africa. (3 x 2) (6)
- 3.1.3 Ballot papers must be printed correctly and have all the necessary information.
Identify THREE types of information that should be found on the ballot paper. (3 x 2) (6)
- 3.1.4 State FOUR qualifications for voting in South Africa. (4 x 1) (4)
- 3.2 Once the elections are over the premier is elected from the majority party.
State SIX functions of the premier. (6 x 2) (12)
- 3.3 Explain by giving FIVE reasons why it is important to establish a council for traditional authorities in South Africa. (5 x 2) (10)
[40]

QUESTION 4

- 4.1 The Constitution contains the most important rules of our political system.
Explain the constitution using the following headings:
- 4.1.1 Describe what the constitution is and how it functions. (2 x 2) (4)
- 4.1.2 Give FOUR characteristics of the constitution. (4 x 2) (8)
- 4.2 People who commit crimes are prosecuted before courts of law in our country.
- 4.2.1 Discuss the importance of a high court in South Africa. (2 x 2) (4)
- 4.2.2 Describe the role of the magistrate's court in our country. (2 x 2) (4)
- 4.3 Identify FIVE types of auxiliary functions found within government institutions. (5 x 2) (10)
- 4.4 Differentiate between the role of an auditor-general and a public protector within government. (2 x 5) (10)
[40]

QUESTION 5

- 5.1 Give FIVE facts to describe the composition of the National Council of Provinces. (5 x 2) (10)
- 5.2 Explain what you understand by the function and competence of the provincial legislature. (10)
- 5.3 Describe how the municipal manager (town clerk) carries out its function in a municipality. State FIVE duties. (5 x 2) (10)
- 5.4 State THREE functions of ministers at central level of government. (3 x 2) (6)
- 5.5 What is the role of parliament within government?
Give TWO responsibilities. (2 x 2) (4)

[40]

TOTAL SECTION B: 160
GRAND TOTAL: 200