higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

JUNE EXAMINATION

INTRODUCTORY PUBLIC ADMINISTRATION N4

8 JUNE 2016

This marking guideline consists of 6 pages.

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SECTION A

QUESTION 1

1.1 Basic principles
1.2 Supremacy
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1.5 National Council of Provinces
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Actions
Government institutions
1.9 Profit
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1.12 Research
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Administrative executive institutions
1.15 Town clerk
1.16 Executive president
Parliament
1.17 Direct tax
Indirect tax
1.18 Inflation
1.19 Act 108 of 1996

(25 x 1) **[25]**

TOTAL SECTION A: 25

SECTION B

QUESTION 2

2.1
- Persons must be S.A citizens.
- 18 years or older
- Not subject to any disqualifications contained in the act
- Not a South African citizen but granted the rights to vote by parliament.
- Citizen of the TBVC states
- All voters had to be in possession of an identity document or a temporary voter's card or a permit. (Any 5 x 1) (5)

2.2
- Agriculture
- Safety and Security
- Arts, Culture, Science and Technology
- Sport and Recreation
- Trade and Industry
- Correctional Service
- Transport
- Defence
- Welfare and population
- Education
- Development
- Environmental Affairs and
- Water Affairs and Forestry
- Tourism
- Finance
- Foreign Affairs
- Health
- Home Affairs
- Housing
- Justice
- Labour
- Mineral and Energy Affairs
- Post, Telecommunications and Broadcasting
- Provincial affairs and Local Government
- Constitutional Development
- Public Works (Any 10 x 1) (10)

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2.3
- Parliament is continuously in session.
- Members of parliament enjoy the freedom of speech granted to them by the constitution
- Parliament has its own internal penalties for members who contravene the rules of parliament.
- Parliament functions by means of a debate.
- After the introduction of bills, debate must take place and a majority vote taken before they can be passed.
- A committee system is used to resolve differences and consider bills.
- Bills are introduced mostly by the government after which parliament must consider and approve them.
- The constitutional court in particular, may examine a bill to determine whether it is accordance with the constitution. (Any 5 x 2) (10)

[25]

QUESTION 3

3.1
- Population
- Individuals
- Interest and pressure groups/associations
- Legislative institutions
- Cabinet secretariat
- Political executive office-bearers
- Central directive, research and co-ordinating institutions
- Commission of enquiry
- Department and interdepartmental committees
- International institutions
- Officials
- Newspaper and news media
- Other states: International influence (Any 5 x 2) (10)

3.2
- It has the highest judiciary authority.
- It is established for enforcing the Bill of Rights.
- It can make decisions when differences of interpretation about the application of constitution arise.
- It can decide on disputes in constitutional matters between national government, provincial and local government.
- It can decide on declaring and act of parliament, provincial act and any conduct of the president.
- The constitutionality of any parliamentary of provincial bill (Any 5 x 1) (5)

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3.3
- Assent to bills
- Refer Bills back for further consideration
- Convene meetings of the cabinet
- Appointment commissions of inquiry and ambassadors
- Refer disputes that might occur in parliament, to the constitutional court
- Appointment of commissions of enquiry
- Negotiation and signing of international agreements
- Proclamation of referenda
- To pardon offenders (Any 5 x 1) (5)

3.4
- Husband is the main breadwinner.
- He is the main decision maker.
- Wife advice is taken into account.
- She may hold down a part-time or supportive job.
- She is an educator.
- She is a homemaker.
- She remains dependent on the husband.
- She receives recognition for her non-domestic skills.
- She enjoys a certain degree of independence. (Any 5 x 1) (5)

[25]

QUESTION 4

4.1
- Officials are subordinate to the political and can only carry out their activities with the authorisation of the political authority.
- Officials are publicly accountable.
- The funds that are obtained from the public must be administered with greatest responsibility.
- All administrative activities must meet the requirements of law and justice.
- The values of the community-religious, cultural et cetera, must be respected in the execution of state policy.
- Civil servants and political office-bearers must maintain high ethical norms and standards and aim at honesty and effectiveness in their activities.

(Any 5 x 2) (10)

4.2
- Financial responsibility
- Expense items
- Source of finance
- The aim of expenditure
- Establishing a priority list (5 x 1) (5)

4.3
- Income from state enterprise
- Interest on dividends
- Levies
- Licence fees
- Penalties and bail monies
- Tax
- Loans
- Special funds and accounts (Any 5 x 2) (10)

[25]

QUESTION 5

5.1
- A particular territory
- Independent from any other state
- People that are part of the community
- Permanent rules in the form of a constitution
- Public institution to maintain law and order (5 x 1) (5)

5.2
- English
- Tshivenda
- Sesotho
- Afrikaans
- IsiXhosa
- Setswana
- IsiZulu
- Xitsonga
- Sepedi
- Siswati
- IsiNdebele (11 x 1) (11)

5.3
A Northern Cape
B Western Cape
C Eastern Cape
D Free State
E KwaZulu-Natal
F North West
G Limpopo
H Gauteng
I Mpumalanga (9 x 1) (9)

[25]

TOTAL SECTION B: 75
GRAND TOTAL: 100

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