higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

N870**(E)**(N21)H

NATIONAL CERTIFICATE

INTRODUCTORY PUBLIC ADMINISTRATION N4

(21010014)

21 November 2018 (X-Paper)
09:00–11:00

This question paper consists of 6 pages.

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DEPARTMENT OF HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA

NATIONAL CERTIFICATE
INTRODUCTORY PUBLIC ADMINISTRATION N4
TIME: 2 HOURS
MARKS: 100

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.

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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 An example of a Head of Department of the municipality is the town treasurer.

1.1.2 Participation by voters in the national election is one of the methods of getting citizenship.

1.1.3 Freedom of association means that a person may join or choose not to join a trade union.

1.1.4 Rule of law means that citizens are ruled by the arbitrary judgement of state officials.

1.1.5 The provincial legislature may pass or amend a constitution for the local government.

1.1.6 The prevention of inflation is a prerequisite for economic growth.

1.1.7 A voter must not be resident within the area of jurisdiction of a specific local government to be entitled to vote.

1.1.8 Direct tax is tax which is levied on goods and services delivered to consumers e.g. value-added tax.

1.1.9 A city treasurer is an appointed official who is charged mainly with secretarial duties of the local government.

1.1.10 The function of the executive authority is to enact laws to order community life.

(10 × 1) (10)

1.2 Give ONE word/term for each of the following descriptions. Write only the word/term next to the question number (1.2.1–1.2.7) in the ANSWER BOOK.

1.2.1 All the thought processes and actions necessary for the determination and attainment of objectives

1.2.2 The title of the executive head of a state department

1.2.3 The document in which the basic principles whereby a country is governed

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1.2.4 A political leader of the provincial legislature, usually from the majority party, elected at the first sitting of members

1.2.5 The policy laid down by parties in power to emphasise the value preferences of the majority of voters

1.2.6 The electoral system where there is a direct relationship between the amount of votes received by each part in the elections

1.2.7 These institutions replaced the Senate in parliament to form a representative body to take the interest of the nine provinces into account

(7 × 2) (14)

1.3 Complete the following sentences by using the words provided in the list below. Write only the word(s) next to the question number (1.3.1–1.3.5) in the ANSWER BOOK.

constitutional court; higher courts; South African Reserve Bank; the rule of law; government by the people; town clerk; town treasury; mayor; executive council; premier

1.3.1 The … has jurisdiction in all constitutional matters.

1.3.2 The … is responsible for the management of the country's money supply.

1.3.3 The… is a democratic principle stating that officials who execute policy may not be given so many powers that they can apply the law according to their own judgement.

1.3.4 The … is responsible for all financial matters concerning the municipality.

1.3.5 The provincial executive authority consist of the … and …

(6 × 1) (6)

[30]

TOTAL SECTION A: 30

SECTION B

QUESTION 2

2.1 The premier of a province has the power and functions entrusted to him/her by the constitution.

Describe the role of the premier under the following headings:

2.1.1 Election of the premier (4)

2.1.2 Powers and functions of the premier (6)

2.2 It is generally accepted that the system of tax levying has to be reasonable and fair to everyone who will be a tax contributor.

Explain THREE criteria used for levying a tax. (3 × 4) (12)

2.3 The different types of tax are broadly classified as direct and indirect tax.

List FOUR examples of indirect tax. (4 × 2) (8)

2.4 There is very big difference between the provision of representation in the interim constitution and the provision of representation in the final constitution.

Discuss the attributes of the South African constitution. (5 × 2) (10)
[40]

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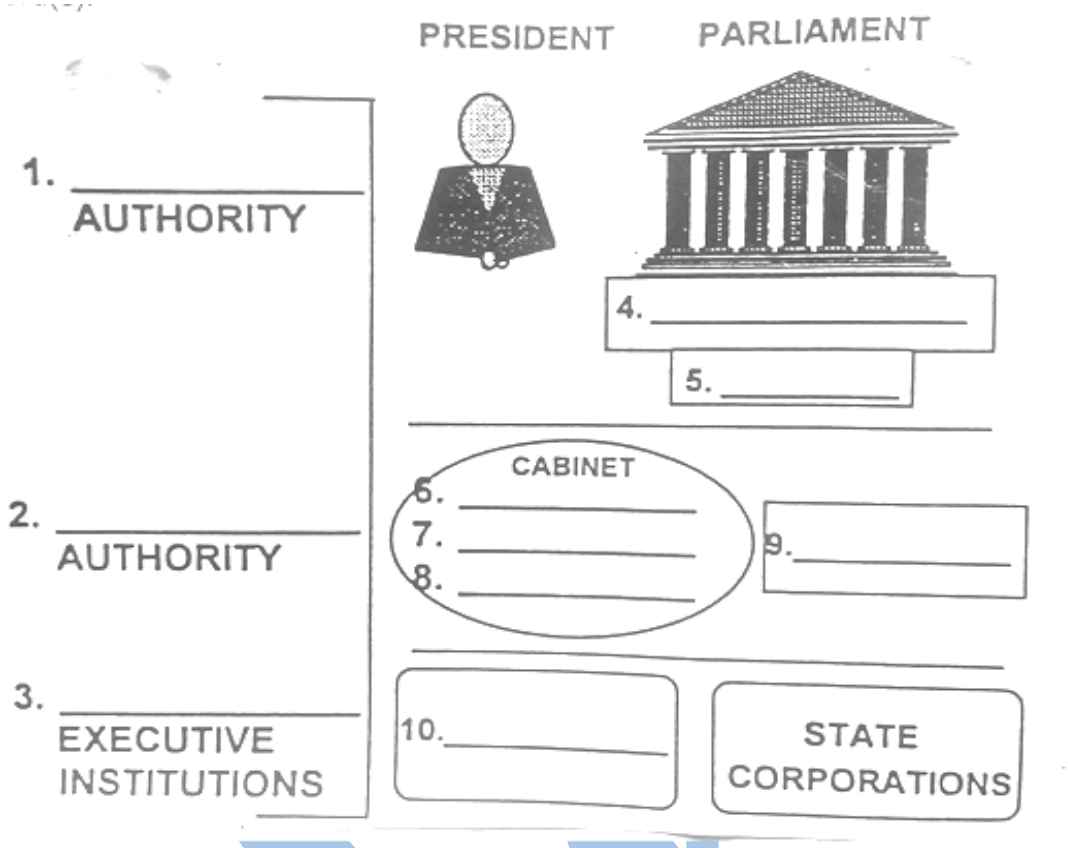
QUESTION 3

3.1 Study the diagram of the structure at central government level and fill in the missing word(s). Write only the answer next to the question number (1–10) in the ANSWER BOOK.



(10 × 1) (10)

3.2 Political parties give people, with shared opinions on how the country should be run, the chance to work together in cooperation and solidarity to bring influence to the government and administration of the country.

Describe the functions of political parties in a democratic society. (10)

3.3 Explain the meaning of the division of the authority of the state by describing the THREE underlying principles. (3 × 2) (6)

3.4 Explain briefly the concept of public responsibility. (4)

[30]

TOTAL SECTION B: 70
GRAND TOTAL: 100

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