



## FIJI PUBLIC SERVICE

### EXAMINATION – S

27<sup>th</sup> August 2008

### PAPER B – THE STATE AND THE PUBLIC SERVICE

**Time: 2.5 Hours {2pm-4.40pm}  
(10 min. reading time)**

**Total Marks: 100**

### Instructions to Candidates

1. Ensure that your **Index Number is written on** the top right hand corner of every sheet of paper you use. Your name **Must Not** appear anywhere on the answer script.
2. You may use blue or black ink or ballpoint pen. You **Must Not** use a red pen or pencil and answers written in either of this, the answer script will not be marked.
3. Access to reference material during the exam is forbidden.
4. Read each question & instruction very carefully. Note the allocation of marks to each question and distribute your time accordingly.
5. **Ten (10) minutes** is allocated to read the questions. **Do not** start writing until you are told to do so.
6. Use of Mobile phone in the class/ hall is not permitted. It should be switched off before the commencement of the exam.
7. Please note that a candidate will be disqualified from sitting or to continue with the examination if one does not comply with the above and other instructions announced by the invigilator.

**SECTION C: PUBLIC SERVICE ADMINISTRATION**

**PLEASE ANSWER ANY SIX(6) OUT OF THE EIGHT(8) QUESTIONS.**

**QUESTION 5 (10 marks)**

Please list the cost cutting measures announced by the Public Service Commission earlier in the year that would be implemented in the Public Service.

**QUESTION 6 (10 marks)**

The Health Promoting Workplace Policy has three (3) key elements in its approach. Give a brief description of the three (3) elements.

**QUESTION 7 (10 marks)**

List the promotion criteria used when assessing qualified candidates.

**QUESTION 8 (10 marks)**

An officer, on 01/04/08, has given 30 days notice of his intention to resign from the service with effect from 01/05/08. However, on 15/04/08, you have been informed that the officer has not reported to work for the last two (2) weeks. As an Executive Officer (Personnel), what actions would you take and how would you recover the overpayment of salary due to the officer's early departure.

**QUESTION 9 (10 marks)**

Briefly explain the following and the link between them:

- a) Strategic Development Plan (SDP)
- b) Annual Corporate Plan
- c) Business Plan
- d) Individual Work Plan

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**PAPER B**

**ALL QUESTIONS IN SECTIONS A & B ARE COMPULSORY.**

**FOR SECTION C, PLEASE ANSWER ANY SIX(6) OUT OF THE EIGHT(8) QUESTIONS.**

**SECTION A: FUNCTIONS OF STATE INSTITUTIONS**

**Please answer all questions in this section.**

**QUESTION 1**

**(10 marks)**

- a) What is the composition of the Constitutional Offices Commission? Who is the appointing authority and how is the appointment made? **(5 marks)**
  
- b) What are the functions of the Constitutional Offices Commission? **(5 marks)**

**QUESTION 2**

**(10 marks)**

Please list five (5) grounds under which a person is disqualified from being a member of the Constitutional Offices Commission?

**SECTION B: GOVERNMENT MINISTRIES & STATUTORY ORGANISATIONS**

**Please answer all questions in this section.**

**QUESTION 3**

**(10 marks)**

Describe briefly the relationship between the following:

- a) Ministry of Finance and the Reserve Bank of Fiji
- b) Ministry of Primary Industries and the Fiji Meat Industry Board
- c) Ministry of Transport, Works & Public Utilities and the Fiji Electricity Authority
- d) Ministry of Labour and the Training & Productivity Authority of Fiji

**QUESTION 4**

**(10 marks)**

Briefly explain the functions of the following Statutory Bodies:

- a) Fiji National Provident Fund
- b) Fiji Development Bank
- c) Land Transport Authority
- d) Housing Authority