



MAASAI MARA UNIVERSITY

**REGULAR UNIVERSITY EXAMINATION
2018/2019 ACADEMIC YEAR
FOURTH YEAR SECOND SEMESTER**

**SCHOOL OF TOURISM AND NATURAL
RESOURCE MANAGEMENT
BACHELOR OF SCIENCE IN FORESTRY**

COURSE CODE: FOR 424

COURSE TITLE: FOREST ADMINISTRATION

DATE: 18TH APRIL, 2019

TIME: 14:30 – 16:30 HRS

- INSTRUCTIONS:**
1. Answer **ALL** questions in Section A (25 marks)
 2. Answer any **THREE** questions from Section B (45 marks)

This paper consists of 2 printed pages. Please turn over.

SECTION A: ANSWER ALL QUESTIONS IN THIS SECTION (25 MARKS)

1. Define the following terms as used in Forestry Administration
(5 marks)
 - i. Discipline
 - ii. Labour turnover
 - iii. Staff appraisal
 - iv. Authority
 - v. Office Management
2. a) Differentiate management as a science, an art or a profession
(3 marks)
b) Highlight limitations to the use of authority in an organization
(2 marks)
3. State the fundamental principles of management as highlighted by Frederic Taylor and scientific management school approach of 1911
(3.5 marks)
4. a) Differentiate between organization and organization structure
(2 marks)
b) Explain the advantages of having committees in most of the organizations
(3 marks)
5. a) Identify skills required by managers to perform duties
(2.5 marks)
b) Describe the **procedures** used by human resource manager to employ staff in an organization
(4 marks)

SECTION B: ANSWER ANY THREE QUESTIONS IN THIS SECTION (45 MARKS)

- 6 Describe styles of management in forestry administration
(15 marks)
7. Organization structures differ from one another in the way responsibility authority and interactional relationships are established among jobs, personnel and physical factors. Discuss the basic organizational structures
(15 marks)
8. Discuss the functions of personnel management
(15 marks)
9. a) Explain the roles of managers (managerial roles approach)
(6 marks)
b) Discuss the functions of managers
(9 marks)
10. Assume that you are employed by County Government of Narok as a Chief Executive Officer - Natural Resource management. Describe your public relation and administrative skills to run your daily activities in that office
(15 marks)

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