



# **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: 18<sup>TH</sup> APRIL, 2019  
16:30 HRS**

**TIME: 14:30 -**

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

**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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