

**BUREAUCRACY:  
MEANING  
TYPES  
AND  
FEATURES  
B.A-II**

**P. G. Government College for Girls, Sector-11,  
Chandigarh**

*“A system of administration characterized by expertness, impartiality and absence of humanity”.*

*-Max Weber*

*“A systematic organization of tasks and individuals into a pattern which can most effectively achieve the ends of collective efforts”.*

*-J.M. Pfiffner*

# TYPES OF BUREAUCRACY

## Guardian Bureaucracy:

---Dedicated to general welfare

---Acts as a champion of justice

---Custodian of community's welfare.

## Caste Bureaucracy:

- Higher administrative positions given to individuals from a specific social background.
- During Mauryan period, senior government positions were given mostly to brahmins.*

## **Patronage Bureaucracy:**

---Public appointments are made on the basis of personal favour or as political rewards.

## **Merit Bureaucracy:**

---Appointed on the basis of merit through competitive examination.

---*Most countries practice this type.*

# Characteristics of Bureaucracy

## Formalistic Impersonality

----Authority is restricted to official duties.

----Official shall function without any affection or hatred.

## **Hierarchy**

----Each lower officer is under the supervision and responsibility of a higher one.

## **Selection by Merit**

----Candidates are selected on the basis of technical qualifications.

## **Fixed remuneration of officials**

----They are remunerated by fixed salaries

## **Discipline and control**

----The official is subject to strict and systematic discipline and control in the conduct of his office.

----Discipline can be maintained by way of rules and regulations.



## **Allocation of activities**

----Division of work is practiced to fulfill organizational objectives.

----Each official's duties are clearly marked off from those of other officials.

## **Career System**

----There is system of 'promotion'.

----Promotion can be on the basis of seniority or achievement or both.

## **Rigid adherence to rules**

----Activities are regulated by rules.

----Officials are to adhere to the rules and regulations strictly.