

**EXAM PAPER (SET B)**



**TECHNICAL UNIVERSITY OF MOMBASA**

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SCHOOL OF BUSINESS

DEPARTMENT OF MANAGEMENT SCIENCE

**UNIVERSITY EXAMINATION FOR:**

DIPLOMA IN PROCUREMENT & MATERIALS MANAGEMENT Y2 S1

BPC 2202: PRINCIPLES OF PUBLIC POLICY & ORGANIZATION

END OF SEMESTER EXAMINATION

**SERIES:**AUGUST 2019

**TIME:** 2HOURS

**DATE:**15Aug 2019

**Instructions to Candidates**

You should have the following for this examination

*-Answer Booklet, examination pass and student ID*

This paper consists of **FIVE** questions. Attempt question ONE (Compulsory) and any other TWO questions.

**Do not write on the question paper.**

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**Question ONE (30 Marks)**

- a) i) Define the term disposal plan (**2 Marks**)
  - ii) Technical University of Mombasa has received a charter thereby becoming one of the Public Universities in Kenya and this call for review of its structure. Explain any four types of organization structure (**8 marks**).
- b) i) Outline the difference between Mission statement and Vision statement of an organization (**2 Marks**).
  - ii) Strategy formulation is the first step during strategic planning process. Explain four purposes of strategic planning. (**8 marks**).
- c) i) Briefly outline the different between Planning and Forecasting (**2 Marks**).

- ii) Procurement policies may be either general or consequential, explain different types of Procurement policies ( **8 marks**).

**Question TWO (20 Marks)**

- a) Purchasing policies whether expressed or implied are laid down to direct purchasing activities towards achieving the organization's objectives and guide management of Procurement function in decision making. Your organization intends to come up with a policy/s that conforms with the new Public Procurement & Asset Disposal Act, 2015, as a procurement Officer, explain the process of formulating policies in the organization ( **10 marks**).
- b) Explain two functions and three (3) objectives of Procurement & Supplies Department in an organization ( **10 Marks**).

**Question THREE (20 Marks)**

- a) Strategic Planning is the process aimed at achieving an organization mission and objective by reconciling its resources, opportunities and threats in a business environment. Explain the term strategy according to "Mitzberg" ( **10 marks**).
- b) Explain five (5) benefits that an organization may get for having well formulated policies ( **10 marks**).

**Question FOUR (20 Marks)**

- a) Policy manual is a collection of document that define an organization's rules, policies and procedures, and helps staff and management run the business. Explain five demerits a Policy manual in an organization ( **10 Marks**).
- b) Define organization chart and explain its four purposes in the organization ( **10 marks**)

**Question FIVE (20 Marks)**

- a) Planning is a very important tool in the organization where is the process through which management allocate required scarce resources to achieve the objective. Explain any five types of plans that can be found in the organization ( **10 Marks**).
- b) You have been recently appointed as the Head of Procurement & Supplies function in an organization, Highlight different levels of management within your department for driving a procurement strategy in the organization ( **10 Marks**).