

The Bureaucracy

Chapter 15

What is Bureaucracy?

1. defined as any _____, complex _____ structure; _____ in organization

2. 3 features

- a. _____ - chain of _____
like a _____; purpose is to speed
_____ to _____
- b. _____ - each _____
has defined _____; promotes

- c. _____ - work according to
established _____

3. no _____ members

4. _____
the _____ of the
_____ which carry out public

The Name Game (chart p. 429)

1. term _____ refers to agencies of
_____ rank

2. may be called _____, administration,
_____, corporation, or _____

3. _____ usually used to refer to
agencies that _____ activities

4. _____ given to those that
_____ -like activities

5. _____ usually refers to the major
_____ in a _____

6. _____ serve in a _____ capacity
aid executive through _____ assistance
_____ line agencies meet _____

7. _____ are involved
with/_____ the _____ of the
agencies

Executive Office of the President

1. EOP is composed of _____ separate _____
staffed by _____ of the _____

2. _____
houses _____ and _____ - about
500 people
occupy the _____ of White House - East Wing open to
public tours
includes _____
_____ President
_____ Presidential staff
also includes :

Director of Staff for the First Lady

3. _____
advises on _____ and matters concerning
_____—a staff agency
_____ is chair
also includes :

4. _____
headed by a _____ who is _____
directs the _____ of the _____
each federal _____ sends in its estimated budget
_____ by OMB and _____
becomes part of budget
_____ runs from _____
to _____
also _____ spending of _____
appropriated by Congress
keeps President up to date on the work of all _____
helps prepare _____ and _____
messages

5. _____
headed by _____
established in 1988
operates as an _____ and _____ agency
drafts plans for _____ and
coordinates participating federal agencies

6. _____
 composed of three major/leading _____
 appointed by _____
 advise on _____
 help _____ annual _____
7. _____
 advises on _____
8. _____
 advises on _____ issues/policies
 watches federal _____ to make sure they comply with

 3 members appointed by _____
9. _____
 advises on _____
 appointed by _____
10. _____
 advises on _____, _____,
 and other _____ matters
11. _____
 provides _____ ie clerical, data processing

Executive Departments - Background

1. 15 executive departments together called the _____
2. first 4 established in 1789

 as workload grew, more were added
3. _____ of each department called a _____
 except for _____ - called _____

The Executive Departments

1. _____ 1789
government's _____
collects _____ and _____,
borrows _____, manages _____
law enforcement - _____,
manufactures _____ and _____
supervise _____
includes _____, Customs Service, Bureau
of Alcohol/Tobacco/Firearms, _____
2. _____ (Defense) 1789
manages the _____
operates _____
included _____, Department of the
Army, Navy, and Air Force
3. _____ 1789
helps make _____ decisions
maintain _____ relations
maintains _____
issued _____
represents US abroad
4. _____ 1789
originally created in 1789 as _____
represents US in _____
enforces federal _____, civil rights legislation,
_____, public lands, immigration and

includes _____, US Marshals, _____
5. _____ 1849
major _____ agency
manages _____,
includes Bureau of Land Management, _____, US
Fish and Wildlife Service, _____

6. _____ 1889
agricultural conservation
manages _____
assists _____ and _____
includes _____, Agricultural Research Services
7. _____ 1903
promote _____ and _____
encourage _____ advancement
includes _____, Patent and Trademark Offices
8. _____ 1913
foster/promote welfare of the _____
improve _____
advance _____ for _____
includes _____, Bureau of Labor Statistics
9. _____ 1953
administers _____ and other
_____ programs
includes Public Health Service and _____,
Food and Drug Administration
conducts programs to _____ disease
10. _____ 1965
development/_____ of urban communities
enforces _____
includes Office of Fair Housing and Equal Opportunity
11. _____ 1967
concerned with _____ of people by land, water, air
enforces _____ (sea)
promotes/regulates _____, mass transit, railroads,
_____, air travel, oil/gas pipelines
includes Coast Guard, _____, Federal
Aviation Administration

12. _____ 1977
promotes _____, _____, and
_____ of energy resources
conducts _____ research/production
includes _____ and Regional Power
Administration

13. _____ 1979
administer _____ designed to aid states in education
conducts _____
includes Office of Elementary and Secondary Education

14. _____ 1988
concerned with the welfare of _____
oversees _____
includes Veterans Benefits Administration

15. _____ 2001
created by Bush after _____
purpose - to _____ US from _____
ensures _____ security
safeguards national _____ and
_____ systems

Cabinet

1. informal _____ body composed of the heads of
the _____ departments

2. _____ regularly attends cabinet meetings

3. appointed by _____ and confirmed by

_____ only 12 not confirmed since 1789

Independent Agencies

1. reasons

don't fit in a _____
to protect from _____
because of their function - _____

2. _____

headed by a single _____ and divided into subunits
operate on a _____ basis
do not have _____ status
includes Civil Rights Commission, _____, Federal Election
Commission, _____

3. _____

beyond the President's reach or control
headed by a _____ whose membership varies
from _____ that are _____ by
the President and _____ by the Senate
terms vary from _____ years and are _____
responsible for _____ of certain activities
their _____ carry the weight of _____
they settle disputes involving their laws
have _____ - make rules/regs—and
_____ - decide disputes

4. _____

within _____ of the _____
and subject to presidential direction
1st was the _____ (1791)
very few until _____ - now more than 50
includes _____, TVA, Amtrak
run by a _____
_____ responsible for day to day operation
_____ goes back into _____
_____ decides purpose/function
officers chosen by _____ and confirmed by

financed by _____

Civil Service

1. defined as those _____ who perform the _____ work of the government - 2.7 million of whom only 2500 are appointed

2. development

early presidents _____ people who belonged to their _____

_____ practice of giving offices to loyal supporters defended policy saying:

duties were _____, no special training needed should be a _____ in office so more can serve long service in office leads to _____ party in power _____ to those offices

result: _____ and _____ took assassination of _____ (1881) to change the system

3. _____ of 1883 aka Civil Service Act
_____ formed to administer law
(replaced in 1979)

2 types of employment:

_____ - based on passing Civil Service Exam

gives _____ preference in hiring

4. Civil Service today

goal - to _____ the best available people in the
federal work force

Civil Service Commission replaced by _____
and the _____ to
protect merit principle and settle _____
keeps _____ of people who have passed the
exam

when _____ becomes available, top 3 sent for interview
the 2 that don't get the job go back on the list

_____ sets _____
for civil service

5. _____ 1939

federal employees may not:

run for _____
serve as _____
raise _____

6. _____ of 1993

federal employees may:

register _____
contribute to _____ and parties
participate in _____
hold _____ in the party

federal employees may not:

run in _____ elections
engage in party activities on _____
or while on the job
collect _____ from subordinates
use government position to influence election