

# MALAYSIAN



## PUBLIC ADMINISTRATION

for Beginners

ASMIDAR LOKMAN | AHMAD FAIZ YAAKUB  
SHAHIDAH ABDUL RAZAK | FARAH ADILLA AB. RAHMAN

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PENERBIT  PRESS  
UNIVERSITI TEKNOLOGI MARA

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UiTM Press is a member of  
**MALAYSIAN SCHOLARLY PUBLISHING COUNCIL**

Perpustakaan Negara Malaysia      Cataloguing-in-Publication Data

Asmidar Lokman

**MALAYSIAN : PUBLIC ADMINISTRATION: for Beginners/ASMIDAR LOKMAN, AHMAD FAIZ YAAKUB, SHAHIDAH ABDUL RAZAK, FARAH ADILLA AB. RAHMAN.**

ISBN 978-967-363-847-5

1. Public administration--Malaysia.
  2. Malaysia--Politics and government.
  3. Government publications--Malaysia.
  - I. Ahmad Faiz Yaakub. II. Shahidah Abdul Razak.
  - III. Farah Adilla Ab. Rahman. IV. Title.
- 351.09595

Cover Design: Arif Zulhimi Mohd Zin  
Typesetting: Mohd Fadhel Mohd Drus

Printed in Malaysia by : Percetakan Haji Jantan Sdn. Bhd.  
No.12, Jalan 4/118C  
Desa Tun Razak  
56000 Cheras  
Kuala Lumpur

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## PREFACE

All the authors are lecturers of the Faculty of Administrative Science and Policy Studies of Universiti Teknologi MARA. All possess tertiary education background in Public Administration or Public Management with more than 10 to 20 years of field experience. That said, this book is written with the students in mind. For many years, it has been a challenge for the students to find a book that specifically covers the syllabus of this subject. Therefore, each author writes specific topic to ensure the syllabus is well-covered. In doing so, this book takes a general approach with a specific focus on Malaysian public service. It covers the important components in the study of public administration in Malaysia namely: (i) The Definition and Concept of Public Administration and its Components i.e. Public Organisations, (ii) Public Administration Activities such as Public Finance, Personnel Administration and Public Policy, and (iii) Ethical Perspective of Public Administration.

Many have contributed to this book. Firstly, we would like to express our gratitude to the editors, Dr. Asri Salleh and Dr. Nadrawina Isnin who had diligently reviewed the work, time and again offering and sharing insights and key points to be included in the chapters. Our appreciation also goes to Encik Shahril Eashak Ismail for providing the illustrations. Our special thanks also go to the Dean of the Faculty of Administrative Science and Policy Studies, UiTM as well as UiTM Press for their strong support in materialising this book. Due to space limitation, we sincerely offer our apologies to those names not mentioned here. Yet, rest assured,