



**NATIONAL OPEN UNIVERSITY OF NIGERIA**  
Plot 91, Cadastral Zone, NnamdiAzikiwe Express Way, Jabi– Abuja  
**FACULTY OF MANAGEMENT SCIENCES**  
**DEPARTMENT OF PUBLIC ADMINISTRATION**  
**2020\_2 EXAMINATION**

**COURSE CODE: PAD 354**

**COURSE TITLE: Manpower Planning and Administration**

**CREDIT UNITS: 3**

**INSTRUCTION:**

- 1. Indicate your Matriculation Number clearly**
- 2. Attempt question one (1) and any other two (2) questions – three questions in all**
- 3. Question one (1) is compulsory and carries 30marks, while the other questions carry 20marks each.**
- 4. Present all your points in coherent and orderly Manner**

**TIME ALLOWED: 2 ½ HOURS**

1. Mention three (3) major objectives of manpower planning in organizations and discuss them.
2. Manpower planning and administration is greatly influenced by a number of environmental factors. State three of such factors and discuss them.
3. In human resource planning, the future can be classified into a number of periods. List and discuss three (3) of such periods.
4. Manpower planning in Nigeria is concerned with many problems. Identify three (3) of the problems and discuss them.
5. The Udoji Commission outlined a catalogue of defects in Nigeria's manpower planning and development machinery. Mention and discuss three (3) of these defects.
6. The internal sources of employment to fill vacancies in organizations are basically three (3). List the three (3) sources and discuss them.