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092305T4SWC**SOCIAL WORK AND COMMUNITY DEVELOPMENT LEVEL 5****COD/OS/SW/CR/03/5****Policy Formulation and Public Administration July/August 2025**

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**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION
COUNCIL (TVET CDACC)**

WRITTEN ASSESSMENT

Printed

AM

Time: 3 HOURS

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INSTRUCTIONS TO CANDIDATE

1. This paper is divided into two parts, A and B.
2. Attempt ALL questions in section A.
3. Attempt question ELEVEN (11) and any other TWO (2) questions in section B.
4. Marks for each question are indicated in the brackets.
5. Candidates are provided with a question booklet.
6. Do not write on the question paper.

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This paper consists of THREE (3) printed pages.

**Candidates should check the question paper to ascertain that all pages are printed as
indicated and that no questions are missing.**

SECTION A (40 MARKS)***Attempt ALL the questions in this section.***

1. Social policy refers to principles or guidelines put in place by governments, organizations, or institutions. State FOUR roles of social policy. (4 Marks)
2. The government is the custodian of the interests of the citizens and defines various policies for an easy development process. Give FOUR types of social policies in a community mobilization plan. (4 Marks)
3. In the community, you're given the role of deciding on the management of community activities. Identify FOUR decision-making models when preparing the report. (4 Marks)
4. The chief of your area calls upon all community members to discuss the way forward on how to share the resources allocated by the county government in your community. State FOUR benefits of this public participation. (4 Marks)
5. Social policies play an important role in society if implemented effectively and efficiently. Identify FOUR roles of policy implementation activities. (4 Marks)
6. A framework is a structured approach or system used to develop and implement policies. Mention FOUR benefits of the policy implementation framework. (4 Marks)
7. Corruption is one of the major problems hindering development in most of our communities when mobilizing community activities. State FOUR ways of overcoming challenges in policy implementation. (4 Marks)
8. Policy analysis is the process of determining which of various alternative policies will best achieve the set goals. Give FOUR assessment tools for policy analysis. (4 Marks)
9. Many organizations rely on prepared reports on social problems, and they analyse data to provide informed decisions. Mention FOUR benefits of analysis. (4 Marks)
10. In the community, most organizations work with relevant stakeholders to help in resource mobilization. Name FOUR stakeholders involved in social policy analysis. (4 Marks)

SECTION B (60 MARKS)***Attempt question ELEVEN (11) and any other TWO (2) questions in the section***

11. The Nairobi County has implemented social protection interventions to uplift the livelihood of the people living in Nairobi who are exposed to slums, poor drainage, and other vulnerabilities. Evidence shows that the poor cannot cope with economic, social, and other issues. In this regard, the County is implementing cash transfer programs targeting poor and vulnerable groups through the State Department for Social Protection and Senior Citizens' Affairs under the Ministry of Youth and Social Affairs Protection.
- a) Outline FIVE needs of the poor and vulnerable people in community mobilization. (5 Marks)
- b) State FIVE reasons why documentation of social policy issues is required. (5 Marks)
- c) Describe FIVE stages of the decision-making process used in social policy sensitization activity. (10 Marks)
12. Policy assessment tools are instruments or methodologies used to evaluate the effectiveness, efficiency, and impact of policies. These tools help policy-makers understand the outcomes and implications of policy decisions.
- a) Explain FIVE social policy assessment tools. (10 Marks)
- b) Discuss FIVE roles of government in community policy making. (10 Marks)
13. Policy rationale is the underlying logic behind the implementation, and enforcement of a particular policy. Policy makers often consider various rationales or principles to guide their decision-making.
- a) Explain FIVE rationales that can be applied for identifying the target group in community mobilization. (10 Marks)
- b) Explain FIVE positive factors influencing social policy implementation and sensitization. (10 Marks)
14. Social policy formulation results can be presented to the stakeholders using different ways and clear measures set to achieve the safety of documents in an organization.
- a) Explain FIVE measures to be achieved in the safety of documents in an organization. (10 Marks)
- b) Discuss FIVE ways in which social policy formulation results can be presented to the stakeholders. (10 Marks)