

# Forms of Organization

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## Introduction

- ▶ In public administration, different forms of organization are adopted to structure the functioning of government agencies and institutions. Each form has its own characteristics, advantages, and is suited to different types of functions and responsibilities. Below are some common forms of organization in public administration, along with examples:

## 1. Line Organization

- **Definition:** A line organization is the simplest form of organization where authority flows in a direct line from top to bottom. It establishes a clear hierarchy and a straightforward chain of command.
- **Example:** The military is a classic example of line organization. Orders are passed down the chain of command from senior officers to junior officers, ensuring strict discipline and a clear chain of responsibility.

# Functional Organization

- **Definition:** In a functional organization, employees are grouped based on their specialized functions or tasks, such as finance, human resources, or operations. Each group is managed by a functional manager who reports to a higher authority.
- **Example:** The Ministry of Finance in many governments is an example of a functional organization, where different departments handle specific functions like budgeting, taxation, and expenditure.

# Line and Staff Organization

- **Definition:** This organization combines the features of both line and functional structures. While the line managers hold authority and responsibility, staff specialists provide advice, support, and specialized services.
- **Example:** In a government department, the Director (line) may be supported by a team of advisors or analysts (staff) who provide expert advice on specific issues, such as legal or technical matters.

# Matrix Organization

- **Definition:** A matrix organization is a hybrid structure where employees report to more than one manager, typically a functional manager and a project manager. This form allows for flexibility and efficient use of resources across different projects.
- **Example:** A government agency working on large infrastructure projects might use a matrix organization. An engineer might report to the head of engineering (functional) and simultaneously to the project manager responsible for a specific infrastructure project.

# Project-Based Organization

- **Definition:** In a project-based organization, teams are created to work on specific projects. Once the project is completed, the team is usually disbanded or reassigned to another project.
- **Example:** National disaster management agencies often operate as project-based organizations, forming specialized teams to respond to specific natural disasters such as floods, earthquakes, or hurricanes.

# Divisional Organization

- **Definition:** A divisional organization is structured around products, services, or geographical areas. Each division operates as a semi-autonomous unit with its own resources and objectives but aligned with the overall organizational goals.
- **Example:** A large government ministry like the Ministry of Health might have separate divisions for different regions of the country, each responsible for managing health services in its area.

# Committee Organization

- **Definition:** Committee organizations involve a group of people who meet to make decisions collectively. Committees can be permanent (standing committees) or temporary (ad hoc committees).
- **Example:** Parliamentary committees in democratic governments are a prime example. These committees are tasked with reviewing legislation, conducting inquiries, and making recommendations to the larger legislative body.



# Bureaucratic Organization

- **Definition:** Bureaucratic organizations are characterized by a high degree of formalization, a clear hierarchy, fixed procedures, and impersonal relationships. These organizations are designed to ensure consistency, efficiency, and fairness.
- **Example:** Most government departments, such as the Department of Motor Vehicles (DMV) in the United States, operate as bureaucratic organizations, with standardized procedures and rules for processing licenses, registrations, and other services.

# Adhocracy

- **Definition:** An adhocracy is a flexible, adaptable, and less formal organizational structure where teams are formed to address specific problems or tasks, often in innovative or rapidly changing environments.
- **Example:** A task force set up by the government to tackle an emerging public health crisis, such as a sudden outbreak of disease, operates as an adhocracy. The team is assembled quickly, works flexibly, and disbands once the crisis is managed.

**THANK YOU**

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