Principles of Organization

Introduction

The principles of organization lay focus upon the concept, function, principles, and

objectives of an organization. Barnard has presented a new theory of authority. In his

administrative theories, the theory of authority is very important. He does not accept traditional

theories of authority. According to Barnard, the theory of authority should not be traditional, and

he views it based on acceptability. According to him, authority in an organization is the command that subordinates accept. This leads to control within the organization. Authority is necessary within an organization to

achieve harmony and effective operations. Authority in an organization is a right, power, and

responsibility through which one person instructs another to perform certain tasks, and

subordinates implement these orders and effectively carry out assigned tasks. It is generally

accepted that authority exists at the top level of the organization and flows down to lower levels. Barnard was the first thinker to emphasize that authority depends on the acceptance of

subordinates.

Hierarchy

The term hierarchy refers to a system or organization in which individuals or positions

are ranked at different levels, and each level has authority and responsibility over the level below

it. Here, individuals at higher positions give orders or directives to those at lower levels, and

those lower-level individuals carry out the instructions. In a hierarchical structure, the distribution of work and authority is such that each higher-

level position instructs those immediately below it, and they, in turn, are responsible for

implementing these orders within their domain. This organizational principle is commonly used

in administrative settings to establish a clear chain of command and ensure that tasks are carried

out effectively. Hierarchy is a gradual structure, and it operates both upwards and downwards. Each task

is performed in the best possible way within this structured framework. An example of hierarchy

in India can be found in the police department's organizational structure, where different ranks

and positions exist: Director General Additional Director General Inspector General (IG) Divisional Inspector General (DIG) Superintendent of Police Assistant Superintendent of Police.

 Circle Officer (CO) Inspector Sub-Inspector Head Constable Constable (Police)

The above example makes the hierarchy of the police department clear, in which the

Police Director General is at the top, followed by the Additional Police Director General (IG), Inspector General, and below them are Constables. In every office, there exists a hierarchy

among the officeholders. In an organization, authority flows from higher levels to lower levels. A higher-level

officer gives orders to a lower-level officer, and the lower-level officer carries out the orders of

the higher-level officer. This way, the chain of command operates from the top down. Every

employee knows that they are to work under the supervision of a higher-ranking office holder, and it is their responsibility to implement the orders of their superior. In this organizational process, every action moves through different levels, making it

difficult to skip a level and advance, just as it is challenging to skip a step on a ladder. Hierarchy is a system in which different employees' efforts are interlinked according to a gradual

or stepwise order, much like the steps of a ladder. This principle ensures that tasks and authority

are systematically distributed within the organization, creating an orderly process. The definition of hierarchy has been presented differently by various thinkers, including:

1. According to L. D. White, hierarchy means establishing relationships between upper and

lower-level employees in an organization. 2. According to M. P. Sharma, hierarchy refers to the governance or supervision of lower-

ranking officials by higher-ranking officials. It means that the term implies a systematic

order or ladder-like structure where duties are assigned step by step. 3. According to Earlham, hierarchy is an organized arrangement of upper and lower-level

officeholders. 4. According to Millet, hierarchy is a system that interconnects the efforts of different

employees. 5. According to Simon, Smith, and Berg, hierarchy provides ease, distributes objectives

through delegation, resolves conflicts, and fosters cooperation within the organization.