

Controlling

Control is the function of every administration. Controlling is the process of measurement and control of subordinates in order to ensure the conformity of their activities with pre determined plans and goal orientations. Control activities generally are related to measurement of achievements.

Following definitions are being presented for clarifying its meaning:

Hennery Fayol: “In an undertaking, control consists in verifying whether everything occurs in conformity with the plan adopted, the instructions issued and principles established. It has for its object to point out weaknesses and errors in order to rectify them and prevent recurrence”.

Goetz: “Management control seeks to compel events to conform to plan”.

E.F.I. Brech: “Control is checking current performance against pre determined standards contained in the plans, with a view to ensuring adequate progress and satisfactory performance”.

George R. Terry: “controlling is determining what is being accomplished, that is, evaluating the performance takes place according to plans”.

Taylor: “In an undertaking, control consists in verifying whether everything occurs in conformity with the plan adopted, the instructions issued and principles established”.

Characteristics of a good control system

These are as follows:

1. Controlling is a process.
2. It involves setting of standards and measurement of achievements as per standards set.
3. It brings out variation between set standards and actual performance.

4. It initiates corrective measures. 5. It is a continuous operation.

In nutshell, control may be interpreted as a continuous process which helps an administrator to get performance of his subordinates as closely as possible to the objectives, goals or target fixed, to detect variation between them the actual as soon as they occur and to take corrective and timely steps to prevent similar variations in future.

Need of Control

Control is vital for organizations in general and for social welfare organizations in particular. In case of social welfare organizations control is needed, since-

1. Management of social welfare functions such as social policy, social planning, social development, social action etc. are dependent upon control system;
2. The process of control remains in operation at every levels of organization;
3. It is exercised at different points of time.
4. It involves in corrections ensuring positive results.
5. It reports deviations from plans.
6. It is economical, understandable and intelligible.
7. It helps in designing new policy and action.