While such formats differ in forms, policy documents usually contain certain **standard components** as follows:

- **A purpose statement**, outlining why the organization is issuing the policy and what its desired effect or outcome of policy should be.
• An applicability and scope statement, describing who the policy affect and which actions are impacted by policy. The applicability and scope may expressly exclude certain people, organizations or actions from the policy requirements.

• Applicability and scope is used to focus on only the desired targets and avoid unintended consequences where possible.
• Distributive Policies
Extend goods and services to members of an organization as well as distributing the cost of goods and services amongst the members of the organization. Examples include government policies that impact spending for health welfare, public education, highways, and public safety or a professional organizations benefits plan.
The policy is actively supported by organized constituency groups, legislature and judiciary.

The relative priority of statutory/ legal objectives is not significantly undermined over time by the emergence of conflicting public polices or by change in relevant socio-economic conditions that undermine the statute's technical theory or political support.
APPROACHES TO POLICY IMPLEMENTATION

1. TOP-DOWN MODEL

- Ideal implementation is product of army-like organization with clear lines of authority
- Norms would be enforced and objectives are provided.
- People are expected to do what they are told.
- Perfect communication between units of the organizations.
APPROACHES TO POLICY IMPLEMENTATION

2. BOTTOM-UP MODEL

- It underlines the importance of initiatives coming from the bottom leading to effective implementation.
- All are involved in making the policy.
- This has assumed importance as in recent times due to “delegated legislation” executives have got much discretion/power in health rules and regulations having direct bearing on implementation.
ROLE OF EXECUTIVE IN IMPLEMENTATION

- Traditionally, it was viewed that political executive makes policies and permanent executive implements policies.
- In parliamentary form of democratic government, political executive is responsible to parliament for effective implementation of policies.
• To ensure effective monitoring and evaluation.
• To prioritize the works to be undertaken.
• To allocate human, financial and physical resources.
• Capacity building of human resources.
IMPLEMENTOR INCLINATIONS
- Lack of will
- Lack of initiative
- Lack of team spirit
- Corruption
- Lack of motivation
- Lack of accountability