B.A. (THREE YEAR DEGREE PROGRAM)

SEMESTER-II

SUBJECT- PUBLIC ADMINISTRATION

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Code of the Course	PAD5001T	
Title of the Course	Public Administration in India	
Qualification Level	NHEQF Level 4.5	
of the Course		
Credit of the course	6 credits	
Type of the course	Discipline Centric Compulsory Course (DCC) in Public	
	Administration	
Delivery type of the	90 (75+15). 75 lectures for content delivery and 15 tutorials.	
Course		
Prerequisites	Foundation Level (10+2)	
Co-requisites	None	
Objectives of the course	The objective is to orient the students with historical context and existing arrangements of organization structure and functions in Indian Administrative system. The objective is to introduce students with the agencies and institutions and their working related to Indian Administration.	
Learning outcomes	 Students will be able to discuss the historical and present scenario of Indian administration. Students will be able to describe organizational structure and functions of various administrative institutions working at union level. 	
SYLLABUS		
UNIT-I	 Historical background of Indian Administration with special reference to influence of British period, Salient features of Indian Administration since independence. 	
UNIT -II	The Union Executive: The President, Prime Minister and Council of Ministers, The Organisation and working of Central Secretariat, Cabinet Secretariat, Prime Minister's Office, Ministry of Home and Ministry of Personnel, Pension and Public	

	Grievances.
	(18h)
UNIT-III	➤ Major Forms of Public Enterprises in India: Departments, Corporations, Companies, Parliamentary Committee on public undertakings. ➤ (18h)
UNIT-IV	Financial Administration: Budget: Formulation, Approval and Execution, Comptroller and Auditor General of India, Parliamentary Committees: Public Accounts, Estimates Committee, Control Over Administration: Legislative, Executive & Judicial.
UNIT-V	Personnel Administration—Classification, Recruit-ment and Training of All India Services, Problems of Indian Administration. Corruption & Administrative Reforms with special reference to Administrative Reforms Commission and Sarkaria Commission. (18h)
Text Books	S.R. Maheshwari: Indian Administration C.P. Bhambhri : Public Administration in India Laxmi Narain : Principles and Practice of Public Enterprises Managements Ramesh Arora : Indian Public Administration Avasthi & Avasthi: Indian Administration (In Hindi also) V.M. Sinha : Personnel Administration P.D. Sharma & B.M. Sharma : Bhartiya Prashashan Saroj Chopra : Bharat Mein Lok Prashashan R.S. Darda : Bharat Mein Lok Prashashan B.L. Fadia : Bharat Mein Lok Prashashan
Reference Books	B.B. Mishra : Administrative History of India P. Sharan : Public Administration in India D.D. Basu : An Introduction to the Constitution of India K.V. Rao : Parliamentary Democracy in India

		E-pgpathashala modules:-www.inflibnet.ac.in
Suggested	E -	www.ignou.ac.in
resources		www.sawayam.gov.in

Exit with B.A. Certificate Course (with 4 credits in SEC)