

Subject : Public Admn.

Session : 2022-23

Semester : II

Paper : Basics of Public Admn.

Lesson Plan

S.No.	Month	Weeks	Chapter No.	Topic
1.	Feb.	1	1	Scientific Management Theory of organisation
		2	2	classical Theory of organisation
		3	3	Bureaucratic Theory of organisation
		4	4, 5	Personel Admn., Recruitment
		5	6	Training
2.	March.	5	7	Promotion
		6	Motivation	
		7	8	Motivation , Asst. I
		8	9	Morale , Asst - II
		9	10	Budget , Class Test .
3.	April	10	11	Preparation and Enactment of Budget
		11	12, 13	Accounting, Audit
		12	14, 15	Parliamentary Control over Public Finance in India, Executive Control .
		13	16, 17	Administrative Law, Delegated Legislation
4.	May	14	18, 19	Administrative Tribunal
		15		Public Policy
				Revision .

T. Bahari

HOD
Dept of Pub Admn.

Public Admn.

Session : 2022-23

Semr. : IV

Paper : State and District Admn.
Lesson Plan

S.No.	Month.	Weeks.	Chapter No.	Topic
1	Feb.	1	1.	Governor
		2	2	CM and COM
		3	3	State Legislature
		4	4	State Secretariat
		5	5	Directorate
2.	March.	5	6	Chief Secretary Asst. - I
		6		Holi vacation
		7	7	State Planning Dept. and Board, Comtes
		8	8	Divisional Commissioners
		9	9	District Administration
3.	April	10	10	Dy. Commissioner, Ant - 2.
		11	11	Police Admn.
		12	12	Functionaries at Sub-District Level.
		13		Revision
4.	May	14		Revision
		15		Revision

P. Bahur

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Dept. of Pub. Admn.

Subject : Public Admn.

Semester : 2022-23

Semester : VI

Paper : Issues in Public Administration
Option-A

Lesson Plan.

S.No.	Weeks (Months).	Topic
1.	Feb. 1 wk. 2 wk. 3 wk. 4 wk. 5 wk.	Ch. 1. Accountability in Admn. Ch. 2. Parliamentary Control over Admn. Ch. 3. Executive Control over Admn. Ch. 4. Judicial Control over Admn. Ch. 5. Lokpal and Lokayukta, Art. I
2.	Mar. 5. wk. 6 wk. 7 wk. 8 wk. 9 wk.	Holi vacation. Ch. 6. Integrity in Administration Ch. 7. Corruption in Public Admn. Ch. 8. Good Governance, Art. II
3.	April 10 wk. 11 wk. 12 wk. 13 wk.	Ch. 9. Right to Information Ch. 10. Consumer Protection Act, class test. Ch. 11. Political and Permanent Executive Ch. 12. Generalist and Specialist Relationship Ch. 13. Administrative Reforms.
4.	May 14 wk. 15 wk.	Revision. Revision.

P. Balwica

M. D.

Sept. 2 Pub. Admn.