

**M.A. (Previous)**  
**Indian Administration**

**Max. Marks : 100**  
**Time : 3 Hours**

**Paper-2**  
**Option (I)**

- Unit-I** Evolution of Indian Administration, Features of Indian Administration; Federal and unitary aspects of Indian administration; Role of Administration in Socio-Economic development.
- Unit-II** Administration at Central Level.
- i. Political Executive: Role of President and Prime Minister in the emerging Scenario.
  - ii. Administrative machinery Role of Cabinet Secretariat and Cabinet, Secretary-A Critical analysis; Central Secretariat, P.M. Office, Ministries of Finance, Home, External Affairs and Defence.
- Unit-III** Administration at State Level
- i. Political Executive-Governor and Chief Minister-their roles.
  - ii. Administrative Machinery State Secretariat and Role of Chief Secretary.
  - iii. Dept. of Education, Agriculture, Home, Labour and Employment.
  - iv. Central-State Relations Problems and Prospects.
- Unit-IV** Divisional Commissioner, Deputy Commissioner, D.D. P.O; District Police Administration, Administration of Food and Supply D.R.D.A. Democratic decentralization; Gandhain Concept of Panchayati Raj, Panchayati Raj Institutions and their Role in Development, working of Urban Local Government, Town and Country Planning, HUDA.
- Unit-V** Issues in Indian Administration-
- i. Administration Reforms in India.
  - ii. Generalists specialists controversy in Administration.
  - iii. Ethics Administration.
  - iv. Redressal of Citizens Grievance-Lokpal and Lok Ayukta, Lok Adalat, District Consumer Forums.