

Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur



**POST GRADUATE TEACHING
DEPARTMENT OF PUBLIC ADMINISTRATION
& LOCAL SELF GOVERNMENT
UNDER THE
FACULTY OF HUMANITIES**

**SYLLABUS FOR
DIPLOMA IN LOCAL SELF GOVERNMENT
(LSGD)**

(With effect from academic year 2023-2024)

Semester-wise Course Structure of
Diploma in Local Self Government (LSGD)
(w.e.f. 2023-24)
SEMESTER-I

Course	Course Title	Teaching Hours / Week	Marks (Total 100)		Credits
			Theory	Internal	
LSGD1T01	Local Government and Panchayati Raj in India	4	60	40	4
LSGD1T02	Urban Local Governance in India	4	60	40	4
LSGD1T03	Comparative Local Governance and Development in India	4	60	40	4
LSGD1T04	Personnel and Financial Administration in Local Government	4	60	40	4
LSGD1T05	Leadership and Capacity Building in Local Governance	4	60	40	4
Total Credit for Semester-I:20					

SEMESTER-II

Course	Course Title	Teaching Hours / Week	Marks (Total 100)		Credits
			Theory	Internal	
LSGD2T01	Rural Development Strategies and Programmes in India	4	60	40	4
LSGD2T02	Urban Development Strategies and Programmes in India	4	60	40	4
LSGD2T03	Comparative Local Government (with special reference to UK, USA, China, Bangladesh and Nepal)	4	60	40	4
LSGD2T04	Project Report	4	60	40	4
LSGD2T05	Practical Training Test	4	60	40	4
Total Credit for Semester-I:20					

Program Outcomes (POs) for L.S.G.D. (Diploma in Local Self Government) Course:

Targeted Graduate Attributes: Disciplinary Knowledge, Critical Thinking, Problem Solving, Community Engagement, Decision Making, Teamwork and Leadership. After completing the program, the students will be able to:

POs No.	Program Outcomes
PO1	To demonstrate an understanding of the structure and functions of local government bodies, including their roles, responsibilities and decision-making processes.
PO2	To evaluate and assess the impact and effectiveness of local government policies, programs and services, using appropriate evaluation methods and tools.
PO3	To exhibit leadership and teamwork skills necessary for effective collaboration and coordination in local government setting.
PO4	To develop effective strategies for community engagement and public participation in the local government decision making process, fostering inclusivity and democratic governance
PO5	To demonstrate the ability to critically evaluate existing research and literature in the field of local government, identifying gaps and areas for further investigation
PO6	To compare and analyze local government systems and structures across the world, identifying similarities, differences and best practices

**SYLLABUS
FOR
DIPLOMA IN LOCAL SELF GOVERNMENT (LSGD)**

LSGD//Semester-I

LSGD1T01: Paper-I

LOCAL GOVERNMENT AND PANCHAYATI RAJ IN INDIA

Course Outcomes:

1. Acquiring the theoretical knowledge and understanding of the local government in India.
2. Gaining insights about composition, role and functions of Panchayati raj institutions in Maharashtra.
3. Understanding of the important issues in Panchayati Raj.

UNIT-I

Meaning and significance of Local Government in India; Concept of Democratic Decentralization; Features of Local Government; Challenges and problems before Local Government; Peoples Participation in Local Government.

UNIT-II

Evolution and Growth of Panchayati Raj- Constitutional provisions; Community Development Programme, Committees and Commissions on panchayati raj constituted by the Government of India; 73rd Constitutional Amendment Act; Panchayats (Extension to the Scheduled Areas) Act, 1996 (PESA).

UNIT-III

Panchayati Raj Institutions (with special reference to Maharashtra): Salient Features of Maharashtra Zilla Parishad, Panchayat Samiti and Gram Panchayat Acts; Gram Sabha—composition and functions; composition, functions and role of Gram Panchayat, Panchayat Samiti and Zilla Parishad.

UNIT-IV

Other Issues: District Rural Development Agency; District Planning Committee; State Election Commission; Official & non-official relationship; Control over Panchayati Raj; E-Governance in Panchayati Raj; Impact of Reservation Policy in Panchayati Raj.

Recommended Readings:

1. S.R. Maheswari, *Local Government in India*, Lakshmi Naran Agarwal, Agra, 2020.
2. Neeraj Gopal Jayal, Amit Prakash and Pradeep K. Sharma, *Local Governance in India: Decentralization and Beyond*, Oxford University Press, New Delhi, 2007.
3. Jain L.C. (ed.), *Decentralisation and Local Governance*, New Delhi, Orient Longman, 2005.

4. M. Aslam, *Panchayati Raj in India*, National Book Trust, New Delhi, 2007.
5. Surat Singh *Decentralized Governance in India-Myth and Reality*, Deep & Deep, New Delhi, 2004.
6. Jitendra Wasnik, *Panchayats at Work*, Authors press, New Delhi, 2020.
7. Y. S. Sisodia, A. Bhat & T. K. Dalpati (2018): *Two Decades of Panchayati Raj in India-Experience, Issues, Challenges and Opportunities*, Rawat Publications, Jaipur.
8. Kuldeep Mathur (2013): *Panchayati Raj*, Oxford University Press, New Delhi.
9. श्याम शिरसाठ आणि भगवानसिंग बैनाडे, *पंचायती राज आणि नागरी प्रशासन*, विद्याबुक्स, औरंगाबाद, 2014.
11. The Maharashtra Zilla Parishads and Panchayat Samiti's Act 1962, rules and amendments.
12. The Bombay Village Panchayat Act, 1958

LSGD//Semester-I

LSGD1T02: Paper-II

URBAN LOCAL GOVERNANCE IN INDIA

Course Outcomes:

1. Knowledge of the evolution and growth of urban local bodies in India.
2. Understanding the composition, role, functions, and finances of urban local bodies with special reference to Maharashtra.
3. Gaining insights about Urban Town Planning and associated problems.
4. Understanding the issue areas in Urban Governance.

UNIT-I

Introduction: Municipal Governance- Evolution; Meaning and Significance of Urban Local Government; Features, Problems and Challenges of Urbanization in India; 74th Constitutional Amendment- Salient Features and its Critique.

UNIT-II

Organisation of Urban Local Governance (with special reference to Maharashtra): Salient features of Municipal Acts of Maharashtra; Structure, Composition and Functions of Municipal Corporations, Municipal Councils, Cantonment Boards and Nagar Panchayats.

UNIT-III

Working of Urban Local Governance: Committee system; District Planning Committee; Municipal Planning Committee; Special Purpose Urban Authorities; Metropolitan local authorities of Mumbai; Nagpur Improvement Trust.

UNIT-IV

Issue Areas in Urban Governance: Municipal Elections; Official & non-official relationship; Pressure groups and Political parties; Relationship with State Government; Modes of control and techniques of supervision, Town Planning; Slums; Rural-Urban relations; Globalization and Urban governance.

Recommended Readings:

1. S.R. Maheswari (2020): *Local Government in India*, Lakshmi Narain Agarwal, Agra.
 2. R. K. Pandey, Bidyut Chakrabarty (2018): *Local Governance in India*, Sage Publications, New Delhi.
 3. Pardeep Sachdeva (2011): *Local Government in India*, Pearson, Delhi.
 4. Bhatnagar K. K. and K.K. Gadeock (2007): *Urban Development and Administration*, New Delhi: Rawat Publications.
 5. Nishith Raj and Richa Varmani (2007): *Urban Governance in India: Challenges and Prospects*, New Delhi: New Royal Book Company.
 6. Neerja Gopal Jayal, Amit Prakash and Pradeep K. Sharma (2007): *Local Governance in India Decentralization and Beyond*, Oxford University Press, New Delhi.
 7. Jain L.C. (ed.) (2005): *Decentralization and Local Governance*, New Delhi, Orient Longman.
 8. The Maharashtra Municipal Corporations Act, amended upto date.
 9. The Maharashtra Municipal Councils, Nagar Panchayats and Industrial Townships Act, 1965, amended upto date.
 10. श्याम शिरसाठ आणि भगवानसिंग बैनाडे (२०१४): *पंचायती राज आणि नागरी प्रशासन*, विद्या बुक्स, औरंगाबाद.
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LSGD//Semester-I

LSGD1T03: Paper-III

COMPARATIVE LOCAL GOVERNANCE AND DEVELOPMENT IN INDIA

Course Outcomes:

1. Understanding the concept and significance of local governance in the Indian context.
2. Analyzing and comparing different models of local governance across states and regions in India.
3. Examining the role and functions of local government institutions, such as Panchayats and Municipalities in India.
4. Understanding the intergovernmental relations and coordination mechanisms between different tiers of government in India.
5. Exploring the challenges and opportunities in local governance and development in rural and urban areas of India.

UNIT-I

Comparative Local Governance & Development in India-Meaning and Significance, Two decades of functioning of Local Governance; Evidences from Indian States; Relevance of Comparative Local Governance and Development in the era of Liberalization, Privatization and Globalization.

UNIT-II

Fiscal Decentralization and Local Government Institutions: Evidences from Indian States; Accountability of Local Government Functionaries; Analysis of functioning of Local Governance in Indian States; Changes and Challenges in Local Governance after 73rd and 74th Constitutional Amendment Act.

UNIT-III

Changing Power structure and Empowerment of Marginalized Groups; Governance and Multidimensional Poverty: Evidences from Indian States; Decentralized Governance, PESA Act and Tribal development with respect to Indian States; Strategies and Policies for Inclusive development at local level; Gender Issues and Empowerment of Women through Local Governance in Indian States-Issues of participation, Representation and Inclusion.

UNIT-IV

State Specific Experiments for Development by Local Governance:

Experiments in Rural Development:

- i) Water Resources – Jalbiradari (Rajendra Singh)
- ii) Village Development – Mendha Lekha (Gadchiroli)
- iii) Hivare Bazar (Ahmadnagar)
- iv) Ralegan Siddhi (Ahmadnagar)

Experiments in Urban Development:

- i) JANMARG (BRTS Project of Ahmedabad Municipal Corporation)
- ii) Public Private Partnership in water supply (Nagpur Municipal Corporation)

Recommended Readings:

1. T. R. Raghunandan (Ed) (2012): *Decentralization and Local Governments-The Indian Experience*, Orient Black Swan, New Delhi.
 2. Neerja Gopal Jayal, Amit Prakash and Pradeep K. Sharma (2007): *Local Governance in India Decentralization and Beyond*, Oxford University Press, New Delhi.
 3. D. Rajasekhar (2021): *Handbook on Decentralized Governance and Development in India*, Routledge India, New Delhi.
 4. Gangadhar Jha (2018): *Fragile Urban Governance: Evolution, Decline and Empowerment of Local Self Government in India*, Routledge India, New Delhi.
 5. T.M. Joseph (2007): *Local Governance in India: Ideas, Challenges and Strategies*, Concept Publishing Co., Delhi.
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LSGD//Semester-I
LSGD1T04: Paper-IV
**PERSONNEL AND FINANCIAL ADMINISTRATION
IN LOCAL GOVERNMENT**

Course Outcomes:

1. Understanding the principles and concepts of personnel administration in the context of local government.
2. Gaining knowledge of the legal and regulatory frameworks governing personnel administration in local government.
3. Developing an understanding of the recruitment and selection processes in local government and their significance for effective administration.
4. Acquiring the knowledge of performance management systems and their implementation in local government organizations.

UNIT-I

Personnel Administration: Features of Local Services; Recruitment, Selection and Training; Motivation techniques for office personnel; Promotion; Service Conditions.

UNIT-II

Personnel Administration: Techniques of supervision and inspection; Rules regulating to pay, leave and allowances; Types of allowances; Service Book; Recruitment rules; Techniques of revamping including aids to efficiency, Work Culture etc.

UNIT-III

Financial Administration: Significance of Resources in Local bodies; Principles of Local Finance; Problems of Local Finance; Classification and Sources of financial resources of local bodies; State finance Commission.

UNIT-IV

Revenue and Expenditure of Local Government: Preparation of Budget; Principles and Powers of taxation, Taxes, rates and fares levied by local bodies; Loans and Borrowing powers; Expenditure process of Local Government; Accounts and Audit of Local Government.

Recommended Readings:

1. The Maharashtra Zill Parishads and Panchayat Samitis Act- 1961 as amended upto the date.
2. The Bombay Village Panchayat Act- 1958 as amended upto the date.
3. S.R. Maheswari (2020): *Local Government in India*, Lakshmi Narain Agarwal, Agra.
4. L. C. Jain (2005): *Decentralization and Local Governance*, Orient Longman, New Delhi.
5. Vinod Vyasulu (2003): *Panchayats, Democracy and Development*, Rawat Publications, New Delhi.
6. श्याम शिरसाठ आणि भगवानसिंग बैनाडे (२०१४): *पंचायती राज आणि नागरी प्रशासन*, विद्या

बुक्स, औरंगाबाद.

7. कुमार अग्रवाल (2018): *भारत में पंचायती राज*, प्रभात प्रकाशन, दिल्ली.

LSGD//Semester-I

LSGD1T05: Paper-V

LEADERSHIP AND CAPACITY BUILDING IN LOCAL GOVERNANCE

Course Outcomes:

1. Understanding the importance of employee development and training programs in enhancing the skills and capabilities of local government personnel.
2. Gaining the knowledge of the key competencies and skills required for effective leadership in local governance.
3. Enhancing self-awareness and personal development as a leader in the local governance context.
4. Developing skills in strategic planning and decision-making for effective leadership in local governance.

UNIT-I

Leadership-Meaning and importance of Leadership in Local Government;

Capacity building- Meaning and importance of Capacity building in Local Government; Administrative Skills for effective leadership at local level.

UNIT-II

Leadership at local bodies: General Awareness of Leaders; Political Background of Representatives of local bodies; Local leaders and Development; Women Representatives and Ground Realities; Challenges of Leadership at the structural, vertical, horizontal and at practical levels; Change through Leadership in Local Governance.

UNIT-III

Training: Awareness of functionaries of local bodies about Management in local government; Training of the Representatives of local bodies, Problems of Training centers located far away from rural areas and other challenges pertaining to Training.

UNIT-IV

Capacity Building: Strategies for strengthening Local bodies; Capacity Building of local bodies for effective Management of Development; Training of functionaries of local bodies in different states; Capacity Building of Municipal Institutions and Panchayati Raj Institutions.

Recommended Readings:

1. G. Palanithurai (2001): *Capacity Building for Local Body Leaders*, Concept Publishing, New Delhi.
 2. Catherine Hobbs (2019): *Systemic Leadership for Local Governance*, Palgrave Macmillan, Cham.
 3. Bahaudin Ghulam Muftaba (2013): *Managerial Skills and Practices for Global Leadership*, I lead Academy, New Delhi.
 4. Caroselli, Marlene (2000): *Leadership Skills for Managers*, New York: McGraw Hill.
 5. Mcgrath, E.H. (2011): *Basic Managerial Skills for All*, New Delhi: PHI Learning Private Limited.
 6. Upadhyay, Ranvijay (2018) *Ethics, Integrity and Aptitude in Governance*, Sage Publications: New Delhi.
 7. Yukl, Gary (2017): *Leadership in Organization*, Pearson Education, New Delhi.
 8. Northouse, Peter G. (2010): *Leadership- Theory and Practice*, Sage, New Delhi.
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LSGD//Semester-II

LSGD2T01: Paper-I

RURAL DEVELOPMENT STRATEGIES AND PROGRAMMES IN INDIA**Course Outcomes:**

1. Gaining the knowledge of the key policies, frameworks, and institutions governing rural development in India.
2. Analyzing and compare different rural development strategies and programs implemented in different regions of India.
3. Evaluating the role of rural governance and management in implementing rural development strategies and programs.
4. Examining the importance of community participation and social inclusion in rural development initiatives.
5. Examining the case studies of successful rural development programs in India and their scalability and replicability in different contexts.

UNIT-I

Rural Development: Concept, Objectives and Indicators of Rural Development; Rural-Urban Differences; Rural Development-Approaches and Strategies; Rural Development Experiences in India; Ministry of Rural Development and Panchayati Raj.

UNIT-II

Rural Development Policies and Programmes: Important Rural Development Policies in India; Rural Development Programmes: Mahatma Gandhi National Rural Employment Guarantee Scheme, Deendayal Antyodaya Yojna- National Mission for Rural Livelihood (DAY-NRLM); Deendayal Upadhyaya Gramin Kaushalya Yojna (DDU-GKY).

UNIT-III

Pradhan Mantri Gram Sadak Yojana; Pradhan Mantri Awaas Yojna- Gramin (PMAY-G); Sansad Adarsh Gram Yojna (SAGY); Shyama Prasad Mukherji Rurban Mission (SPMRM). State Specific Programmes: Kudumbashree (Kerala), Sant Gadgebaba Gram Swachata Abhiyan (Maharashtra), Jala Yagnam (Andhra Pradesh), Roshni (Karnataka). Current Rural development Programmes.

UNIT-IV

Stakeholders in Rural Development: People's Participation, Self Help Groups, Role of voluntary organizations in Rural Development, Panchayati Raj Institutions , Corporate Sectors.

Recommended Readings:

1. M.J. Moseley (2003): *Rural Development: Principles and Practice*, Sage Publications, New Delhi.
2. Jitendra Wasnik (2020): *Rural Development Administration in India*, HSRA Publications, Bangalore.
3. Surat Singh and Mohinder Singh (Eds.) (2006): *Rural Development Administration in 21st Century: A Multi Dimensional Study*, New Delhi: Deep & Deep Publications.
4. Y. S. Sisodia, A. Bhat & T. K. Dalpati (2018): *Two Decades of Panchayati Raj in India-Experience, Issues, Challenges and Opportunities*, Rawat Publications, Jaipur.
5. Singh Katar (2009); *Rural Development: Principles, Policies and Management*, New Delhi; Sage Publication.
6. L. C. Jain (2005): *Decentralization and Local Governance*, Orient Longman, New Delhi.
7. श्याम शिरसाठ आणि भगवानसिंग बैनाडे (२०१४): पंचायती राज आणि नागरी प्रशासन, विद्या बुक्स, औरंगाबाद.
8. कुमार अग्रवाल (2018): भारत में पंचायती राज, प्रभात प्रकाशन, दिल्ली.

LSGD//Semester-II

LSGD2T02: Paper-II

URBAN DEVELOPMENT STRATEGIES AND PROGRAMMES IN INDIA

Course Outcomes:

1. Gaining knowledge of the key policies, frameworks, and institutions governing urban development in India.
2. Analyzing and compare different urban development strategies and programs implemented in different cities and regions of India.
3. Examining the challenges and opportunities in sustainable urban development in the Indian context.
4. Examining the importance of citizen participation and community engagement in urban development initiatives.

UNIT-I

Overview of Urban Development Policies and Programmes: Urban development policies and programmes, Recommendations of the National Commission on Urbanization; Progressing towards sustainable cities and communities; Sustainable Development Goals.

UNIT-II

Urban Development Programmes: Swachh Bharat Mission (Urban) (SBM); Atal Mission for Rejuvenation and Urban Transformation (AMRUT); Smart Cities Project; Heritage City Development and Augmentation Yojana (HRIDAY).

UNIT-III

Pradhan Mantri Awas Yojana-Housing for All (PMAY-HFA); Deendayal Antyodaya Yojana-National Urban Livelihoods Mission (NULM); National Mission on Sustainable Habitat (NMSA); Current Urban Development Programme.

UNIT-IV

Urban (Town) Planning; Town Planning Schemes; Plan including measures for heritage conservation; Ministry of Housing & Urban Affairs, Urban Poverty Alleviation initiatives; Urban Development Authorities- Housing and Urban Development Corporation (HUDCO) and City and Industrial Development Corporation (CIDCO); Maharashtra Housing and Area Development Authority (MHADA)

Recommended Readings:

1. Bhatnagar K. K. and K.K. Gadeock, *Urban Development and Administration*, New Delhi; Rawat Publications, 2007.
2. Mathur Om (ed.), *India: Challenge of Urban Governance*, New Delhi; National Institute of Public Finance and Policy (NIPFP), 1999.
3. Nishith Raj and Richa Varmani, *Urban Governance in India: Challenges and Prospects*, New Delhi; New Royal Book Company, 2007.
4. Mahadevia, D. 2011. *Branded and Renewed? Policies, Politics and Processes of Urban Development in the Reform Era* (<http://www.indiaenvironmentportal.org.in/files/file/urban%20development.pdf>).
5. Batra, L. 2009. A Review of Urbanisation and Urban Policy in Post-Independent India([http://www.jnu.ac.in/cslg/workingPaper/12-A%20Review%20of%20Urban%20\(Lalit%20Batra\).pdf](http://www.jnu.ac.in/cslg/workingPaper/12-A%20Review%20of%20Urban%20(Lalit%20Batra).pdf)).
6. Urban Infrastructure Development Scheme for Small & Medium towns (UIDSSMT) Overview and salient features. 2009. (http://www.moud.gov.in/schemes_programmes/uid/uidssmt_guidelines).
7. Policy documents, and documents related to various urban development programmes available from the sites of the Ministry of Urban Development and Ministry of Housing and Urban Poverty Alleviation, Government of India (<http://urbanindia.nic.in>; <http://mhupa.gov.in>; <http://jnnurm.nic.in>)

LSGD//Semester-II

LSGD2T03: Paper-III

COMPARATIVE LOCAL GOVERNMENT

(WITH SPECIAL REFERENCE TO UK, USA, CHINA, BANGLADESH AND
NEPAL)

Course Outcomes:

1. Comparing and contrasting the structures and systems of local government in UK, USA China, Bangladesh and Nepal.
2. Evaluating the roles, functions, and responsibilities of local government institutions in each country.
3. Understanding the mechanisms of intergovernmental relations and coordination between different tiers of government in UK, USA China, Bangladesh and Nepal.
4. Comparing and assessing the governance and administrative practices in local government across UK, USA China, Bangladesh and Nepal.

UNIT-I

Local Government in UK: Country, District, Country Council, District Councils, Unitary authorities, Metropolitan Districts, London boroughs.

UNIT-II

Local Government in USA: Country, City: Mayor– Councils Plan, Commission Plan, City – Manager Plan, Town and Township, Special District.

UNIT-III

Local Government in China: Provincial Prefecture, Country, Township and Village.

UNIT-IV

Local Government in Bangladesh: Rural Local Government – District Parishads, upazila Parishad, Union Parishads

Urban Local Government: City Corporation, Pourasabha (Municipal Corporation or Municipalities).

Local Government in Nepal: Districts, Metropolises, Sub-Metropolises, Municipalities, Rural Municipalities.

Recommended Readings:

1. Pranab Bardhan and Dilip Mookherjee (ed), *Decentralization and Local Governance in Developing Countries: A Comparative perspective*, Oxford University Press, New Delhi, 2007.
2. Anwar Shah (ed), *Local Governance in Developing Countries*, World Bank Publications, 2006.
3. David Wilson (Ed), *Local Government in The United Kingdom*, Palgrave MacMillan, 2002.

4. David R. Berman (ed), *Local Government and The States*, Routledge, 2019.
 5. Gazi Saiful Hasan, *Introduction to Local Government Bangladesh Perspective*, Kamrul Book House, Dhaka, 2020.
 6. Shuvra Chowdhury, Pranab Kumar Panday, *Strengthening Local Governance in Bangladesh: Reforms, Participation and Accountability*, Springer, Switzerland, 2018.
 7. Pranab Kumar Panday, *Reforming Urban Governance in Bangladesh: The City Corporation*, Palgrave Macmillan, Switzerland, 2018.
 8. Shrestha Rachana, *Governance and Institutional Risks and Challenges in Nepal*, Asian Development Bank, 2019.
 9. R. S. N. Singh, *The Unmaking of Nepal*, Lancer, New Delhi, 2010.
 10. Colin Copus, Mark Roberts, Rachel Wall, *Local Government in England: Centralisation, Autonomy and Control*, Palgrave Macmillan, London, United Kingdom, 2017.
 11. Yang Zhong, *Local Government of China*, An East Gate book, New York, 2003.
 12. B. C. Rai - Foreign Local Government,
 13. Dahiya, Sewa Singh and Singh, Ravindra (2014): *Comparative Public Administration*, Sterling Publishers: New Delhi.
 14. सुरेंद्र कटारिया (2020): तुलनात्मक लोक प्रशासन, RBSA प्रकाशन, जयपूर.
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LSGD//Semester-II

LSGD2T04: Paper-IV

PROJECT REPORT

Completion of one Research Project of 15,000 to 20,000 words should be conducted on an aspect of the organization and working of a local body. The topic for the Research Project will have to be approved by the H.O.D. and research has to be conducted under the supervision of faculty of Public Administration. A copy of the Research Project including the original duly forwarded by the Supervisor and certified by the HOD shall be submitted not later than 31st March of that respective year. This will carry 60 marks.

The Viva-Voce shall be based both on the theoretical knowledge and the practical experience which the students have gained. It will be a part of internal assessment of 40 marks.

LSGD//Semester-II

LSGD2T05: Paper-V

PRACTICAL TRAINING TEST

With the coordination of Local Government Institutions (LGIs), the students shall be sent to them in a single batch or in groups of suitable size to gain, the first hand knowledge and experience of the working of LGIs. This exercise will be conducted under the supervision and guidance of the administrative officers working in different departments of Local Government Institutions. It will be of 4 to 6 weeks in which the student will spent the time at the LGIs to understand the administrative procedures, functioning, administrative problems and hurdles, accounting procedures, financial problems, training & capacity building, case studies of various rural and urban development programmes, best practices etc.

A report with due remarks signed by the officer concerned shall be submitted to the Department of Public administration and Local Self Government of the RTM Nagpur University not later than 31st March of that respective year.

The training time shall be spread over the entire session in installments of a day or more per week as per convenience.

The Viva-Voce shall be based both on the theoretical knowledge and the practical experience which the students will gain during the part of the training process and a report submission which will comprise of project report consisting of 60 marks and an internal assessment of viva voce which will consist of 40 marks.

Evaluation Scheme

Theory (60 Marks)		Internal (40 Marks)		
Question 1 to 4 long answer questions, carrying 12 marks each. (4x12 = 48) Question 5 short answer questions having 4 short notes, carrying 3 marks each. (4x3 = 12)	Test	Group Discussion	Presentation /Viva	Assignment
	10	10	10	10

Pattern of Question Papers

1. Question paper will consist of five questions and all questions shall be compulsory.
2. First Four long answer questions (to be attempted in about 800 words) will be on four units with internal choice (one question to be attempted out of two on each unit).
3. Fifth Short answer question (to be attempted in about 200 words). It will be compulsory with question from each of the four units having equal weightage without internal choice.
4. Each Theory paper will be of 3 hours duration.
5. Maximum marks allotted are 60 for theory and 40 for internal assessment.

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