Lesson Plan BA III Semester

Teacher name: Dr. K K Poonia

Subject: Public Administration (**Central Administration)**

October 2020

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| British Legacies over Indian Administration. Features of Indian Administration. Role of Indian  Administration in Socio-Economic Development. Fundamental Rights and Duties. |

November 2020

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| President: Election, Impeachment, Powers and Position. Prime Minister & Council of Ministers:  Appointment, Powers and Role. |

December 2020

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| Central Secretariat and Cabinet Secretariat: Organisation, Role  and Functions. |

January2021

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| Ministry of Home Affairs: Organisation and Role, Ministry of Finance: Organisation and  Functions, Finance Commission and Comptroller & Auditor General. |

February 2021

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| Civil Service in India: Role and Significance. Union Public Service Commission: Composition and  Functions. Recruitment and Training of All India and Central Services. |