Lesson Plan BA IV Semester

Teacher name: Dr. K K Poonia

Subject: Public Administration (**State and District Administration)**

April 2021

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| Constitution Frame work of States in India, Governor: Appointment Powers & Functions. Chief  Minister: Powers, Role and Position. Council of Ministers and State Legislature. Organisation and  Structure of State Administration. |

May 2021

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| State Secretariat and Directorate: Organisation and Functions. Chief Secretary: Role and Position  in State Administration. State Planning Department and Board*.* Divisional Commissioner: Powers,  Functions and Position. |

June 2021

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| District Administration: Evolution, Features and Functions. District Collector: Evolution,  Appointment. Functions and Position. |

July 2021

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| Police Administration at District Level: Organisation and Functions. Role and Functions of  Superintendent of Police. Other Functionaries and Sub-District Level: Sub-Divisional Magistrate,  Block Development and Panchayat Officer, Tehsildar. |