

SEMESTER-II (Pool-A)

COURSE NAME : DISTRICT COLLECTOR OFFICE (CHOI-A20)

Number of Credit: - 02

Maximum marks: 50

Nature of Course: Interdisciplinary

Objective : The objective is to give an understanding of Civil Services System in India with depth knowledge of District Collector office.

Unit-1

Civil services: Concept, Significance and Evolution of Civil services in British era and after independence, All India services, Central services, state services.

Unit-2

Bureaucracy: Historical evolution, Neutrality and Commitment.

Unit-3

Recruitment : Methods and Significance with Special reference to IAS and RAS, Union Public Service Commission, Rajasthan Public Service Commission, Training of IAS and RAS.

Unit -4

District Collector: History of District Collector office in India, Status, Power, functions of District Collector, Role and Importance of Additional District Collector (ADM) in District Administration.

Unit-5

Challenges before the District Collector: Developmental issues, Generalists and Specialists controversy, Relationship with Politicians and People. Technology and Changing nature of Public Service Delivery.

Core Readings:

1. Finer: Theory and Practice of Modern Government (chapters on Civil Services)
2. E.N. Gladden: Public Personnel Administration.
3. O.Glenn Stahl: Public Personnel Administration.
4. M.C. Roy: Civil Service in India.
5. Dr. C.M. Jain: Savivargiya Prashasan, Research Publication, New Delhi.

Subsidiary Readings :

1. Mamta Kamari Tiwari, Dr. Anil Pareek: Role of Social Media in the Changing Face of Indian Administration (2022)
2. Second ARC, Tenth Report on Refurbishing of Personnel Administration