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| **Teacher's Name: Krishan Kumar****Lesson Plan from July 2024to November 2024** |
|  **Subject: Public Administration**  **Paper: Public financial Administration**  |
|  **Class: B.A 2nd 3 Sem** |
| **Sr. No.** | **Time Period** | **Topics to be Covered** | **Assignments, Presentation and Test etc.** |
| 1 | 22-28 July | Meaning and Significance of financial administration Budget concept and Principle |   |
|  | 29 july to 4 August | Budget is an instrument of financial administrationBudget is an instrument of Public Policy and Mgt. |  |
| 2 | 05-11 August | Types of budget lien item Budgeting and Performance budgeting |  Assignment-I |
| 3 | 12-18 August | ZBB & Target based budgeting | Test-I |
| 4 | 19-25 November | Budget formulation ,Enactment and execution in India | Assignment-II |
|  | 26August-1Sepetember | Union ministry of finance,Finance commission of India |  |
| 5 | 02-08 September | Finance commission of India ,CAG |   |
| 6 | 09-15 Sept. | Resource mobilization and Tax and Non tax sources,  | written test-II |
|  |  |  |  |
| 7 | 16-22 Sept |  |  |
|  |  | Public borrowing and Deficit Financing |  |
|  | 23-29Sept |  |  |
| 8 |  | Legislative control over finance |  |
|  |  |  |  |
| 9 | 30Sept.-06 Oct | Parliamentary committees |  |
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|  |  |  |  |
|  |  |  |  |
| 10 | 07 Oct to November | Revision and Discussion |  |
|  |  | Problem session |  |
| **Teacher's Name: Krishan Kumar****Lesson Plan from July 2024to November 2024** |
|  **Subject: Public Administration**  **Paper: Indian Administrative System** |
|  **Class: B.A 3rd year 5th Sem** |
| **Sr. No.** | **Time Period** | **Topics to be Covered** | **Assignments, Presentation and Test etc.** |
| 1 | 22-28 July | Brithish Legacy and historical background |   |
|  | 29 july to 4 August | Philosophy of constitution and silent features of constitution  |  |
| 2 | 05-11 August | Fundamental rights and DPSP  |  Assignment-I |
| 3 | 12-18 August | Fundament duties , President | Test-I |
| 4 | 19-25 November | PM, CoM | Assignment-II |
|  | 26August-1Sepetember | Union ion Legislature |  |
| 5 | 02-08 September | Union ion Legislature |   |
| 6 | 09-15 Sept. |  | written test-II |
|  |  | Supreme court , Judicial review |  |
| 7 | 16-22 Sept | Central &Cabinet Secretariat, |  |
|  |  |  |  |
|  | 23-29Sept | PMO ,Governor |  |
| 8 |  |  |  |
|  |  |  |  |
| 9 | 30Sept.-06 Oct | State Secretariat, Chief Secretary and Divisional Commissioner  |  |
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| 10 | 07-13 Oct | Dist. Administration, Dist.Collector  |  |
| 11 | Oct to November | Revision and Discussion |  |
|  |  | Problem session |  |