

PAPER-II
STATE ADMINISTRATION IN INDIA

UNIT-I

General Background of State Administration in India.
Growing importance of State Administration.

Office of the Governor, Office of Chief Minister,
Council of Ministers and their inter-relationship.

UNIT-II

Organisation and Function of State Secretariat : Chief
Secretary- Role & position. Administrative organi-
sation of a Department, organisation & working of
Department of Home, Finance in Rajasthan.
Secretariat-Directorate Relationship in Rajasthan.

UNIT-III

Organisation and working of following Boards,
Commissions, Directorates in the state of Rajasthan.

Revenue Board

Rajasthan State Human Rights Commission

Directorate of College Education

Directorate of Agriculture

UNIT-IV

Role of Divisional Commissioner – position, powers
& functions. District Collector : position, Powers
& functions.

UNIT-V

Role of the state civil services in State Administration.
Recruitment, Training and Promotion of state civil
services in Rajasthan, Role of Rajasthan Public Service
Commission.

Removal of Public Grievances, Lokayukta, Adminis-
trative Reforms and Innovation in state Adminis-
tration.

Books Recommended :

1. A.P. Padhi : State Administration in India
(Two Volume)
2. S.R. Maheshwari : State Government in India
3. S.S. Khera : District Administration
4. Mohan Mukherjee: Administrative Innovations in
(Ed.) Rajasthan
5. B. Mehta : Dynamics of state
Administration.
6. G.D. Shukla : State and District
Administration
7. रविन्द्र शर्मा : राज्य प्रशासन
8. सिंह, शर्मा, गोयल : राजस्थान में राज्य प्रशासन
9. सुरेन्द्र कटारिया : राज्य प्रशासन
10. रमेश अरोड़ा : राज्य प्रशासन
गीता चतुर्वेदी