

Session9

District Administration and the role of District Collector: Legislative, and Executive Control

District administration functions under the charge of a District Officer termed District Collector. District administration functions within the territorial boundary of the district. The government at the Centre and at the State level cannot implement its policies from the headquarters, the state is divided into territorial divisions and district level. The primary concern of the district administration is to ensure public safety, the protection of citizens and all their rights. It comprises the maintenance of law and order and the administration of criminal and civil justice. In the field of revenue administration its role includes land revenue, irrigation charge, agriculture income, tax levied, excise duties, entertainment tax etc. Along with these, the administration of treasury, land reforms, land acquisition, land management, land records, etc. also fall within the ambit of the district administration. The collector has to ensure the supply of essential commodities to the people living in remote villages. It collector's responsibility to help people in times of natural calamities and disasters.

The District Collector or Deputy Commissioner, who as the chief representative of the government is the head of the administration. The foremost task of a District Collector, as the head of the revenue administration of the district, is the assessment and collection of land revenue. The District Collector's Revenue Functions include, maintaining land records, collecting land revenue, rural statistics, government dues, distributing and recovering loans, implementing land reforms, looking after the welfare of the agriculturists., making an assessment of losses of crops and recommending relief during natural calamities like fire, draught and flood etc., paying rehabilitation grant, hearing appeals against the orders of lower authorities, managing government estates, paying Zamindari Abolition compensation, supervising treasury and sub treasury, enforcing Stamp Act. District Collector is also responsible for maintaining law and order in district, controlling and supervising the subordinate magistracy, Inspecting the jails,

The collector submits an annual criminal report to the government, controls and directs the action of district police; enforces Entertainment Tax Act and Press Act; grants, suspends or cancels various kinds of licenses like arms, hotels, explosives, etc.; orders disposal of unclaimed property supervises and controls local bodies; recommends schemes for the development of forests.

The collector conducts census operation every 10 years; functions as the returning officer and coordinator of election work of Parliament and Vidhan Sabha constituencies at district level; grants old age pension and house building loans; supervises and controls municipalities in the district. The collector functions as the chairman of several committees such as the family

planning committee, public grievance committee, planning committee, soldier welfare fund committee, etc. and is responsible for the protection of ancient monuments.

Task 1: Collect information about the various functions performed by the district administration in your home district and submit it as a case study. Include data, facts, and pictures to validate your statements. (20 Marks)

Session10

Municipal Corporation, Municipalities, and the Mayor

Municipal Corporation and Municipalities are all Urban Governance Bodies. A Municipal Corporation is to govern cities with a population of more than 100,000 people. Municipal Councils are for towns between 25,000 and 100,000 in population. Nagar Panchayat are for towns with populations between 11,000 and 25,000 people. They are all responsible, in their own way, to generate revenue through taxes and deliver services to the citizens. Their members are elected by the citizens. Number of members depends on the size of the city. There is chief officer with other councilors in municipality. Municipal corporation is ruled by IAS officer/ Mayor.

The mayor is the leader of the council and has legislative and functional roles. The mayor not only presides over all municipal proceedings within the municipality but must also take the chair at all meetings of the council at which he or she is present. Mayor's important roles are leadership, promoting positive relationships, and modelling good governance. The mayor is usually council spokesperson and has a significant ceremonial role at specific events, including citizenship ceremonies. He or she is an important community leader and is often the spokesperson for the community on economic issues (such as commenting on the impact of jobs lost or gained in the municipality) or when the community is put under stress (such as disaster management and socio-economic issues). The mayor has responsibilities towards, and is accountable to, all councilors. And the mayor's leadership style should reflect this.

Task 1: Find out the names TEN Mayors governing Municipal Corporations in India currently. (5 Marks)

OR

Task 2: Collect information about Municipal Corporations/ Municipality of your city/Town and enlist its functions. (5 Marks)

Session11

Zila Panchayat, Gram Panchayat Block level governance

The Panchayati Raj Institution (PRI) consists of three levels:

- Gram Panchayat at the village level
- Block Panchayat or Panchayat Samiti at the intermediate level
- Zilla Panchayat at the district level

The word “Panchayat” means assembly (ayat) of five (panch) and raj means “rule”. Traditionally Panchayats consisted of elderly and wise people chosen by the local community, who used to settle disputes between individuals and villages. The leader of the panchayat used to be called as Mukhya or Sarpanch. Generally, the elder-most or most senior person would be elected to this position. The Panchayati Raj system is also recognised as a form of direct democracy (i.e they exercise all powers of a government at a village level), as opposed to the popular notion that it is a type of representative democracy.

Gram Panchayat: Gram Panchayat consists of a village or a group of villages divided into smaller units called “Wards”. Each ward selects or elects a representative who is known as the Panch or ward member. The members of the Gram Sabha elect the ward members through a direct election. The Sarpanch or the president of the Gram Panchayat is elected by the ward members as per the State Act. The Sarpanch and the Panch are elected for a period of five years. Gram Panchayat is governed by the elected body and administration. The secretary is normally in charge of the administrative duties of the Gram Panchayat.

Block Panchayat: Panchayat Samiti (also called Taluka Panchayats or Block Panchayats) is the intermediate level in Panchayati Raj Institutions. The Panchayat Samiti acts as the link between Gram Panchayat (Village) and District Panchayat (Zilla). These blocks do not hold elections for the Panchayat Samiti council seats. Rather, the block council consists of all of the Sarpanchas and the Upa Sarpanchas from each Gram Panchayat along with members of the legislative

assembly (MLA), members of parliament (MPs), associate members (like a representative from a cooperative society) and members from the Zilla Parishad who are a part of the block. The Gram Panchayat members nominate their Sarpanch and Upa Sarpanch amongst their ranks, which extend to the selection of the chairperson and vice-chairperson as well. The Executive Officer (EO) is the head of the administration section of the Panchayat Samiti.

District Panchayat: The District Panchayat also known as the District Council or Zilla Parishad is the third tier of the Panchayati Raj system. Like the Gram Panchayat, the District Panchayat is also an elected body. Chairpersons of Block Samitis also represent the District Panchayat. Like the Block Panchayat, the MP and MLA are also members of the district panchayat. The government appoints the Chief Executive Officer to carry out the administration of the district Panchayat along with the the Chief Accounts Officer, the Chief Planning Officer and one or more Deputy Secretaries who work directly under the Chief Executive Officer and assist him/her. The Zilla Parishad chairperson is the political head of the district panchayat. (Source: https://pria.org/panchayathub/panchayat_text_view.php)

Question 1: What do you think could be the purpose behind establishing this third tier of government? Reflect over it in minimum 100 words. (10 Marks)

Session12

Election Commission of India

Election commission plays a vital role in organizing elections. The most critical challenge before the Election Commission of India is to ensure free and fair elections in the country. Key functions of the Election Commission of India are are:

- To issue the Model Code of Conduct in every election for political parties and candidates so that the decorum of democracy is maintained.
- To regulate political parties and registers them for being eligible to contest elections.
- To publish the allowed limits of campaign expenditure per candidate to all the political parties, and monitors the same.
- The political parties must submit their annual reports to the ECI for getting tax benefit on contributions.
- It guarantees that all the political parties regularly submit their audited financial reports.
- The Commission can recommend for disqualification of members after the elections if it thinks they have violated certain guidelines.
- In case, a candidate is found guilty of dishonest practices during the elections, the Supreme Court and High Courts consult the Commission.
- The Commission can postpone candidates who fail to submit their election expense accounts timely.
- To supervise, direct, control and conduct all elections to Parliament and State Legislatures as also to the office of the President and Vice- President of India.

- To set down general rules for election.
- To determine constituencies and to prepare electoral rolls.
- To give credit to political parties.
- To allot election symbols to different political parties and individual contestants.
- To appoint tribunals for the decision of doubts and disputes arising out of or in connection with election to parliament and State Legislatures.

Task 1: Survey and write an essay on the General Elections 2019 in India. Narrate its entire process including phases in which it was held in different parts of the country, percentage of votes casted, number of candidates contested, results of the elections, interesting facts about these elections, presidents' role, selection of PM, cabinet ministers, and several such relevant details. Submit it as handwritten assignments in A4 papers in not less than FIVE (both sides) pages. Pay attention to the conciseness, yet comprehensibility of your writeup. (20 Marks)