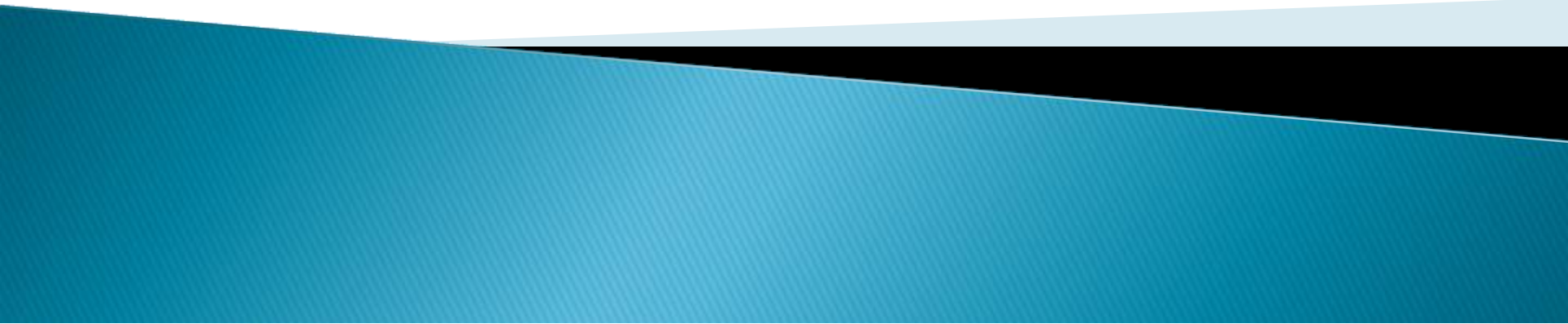


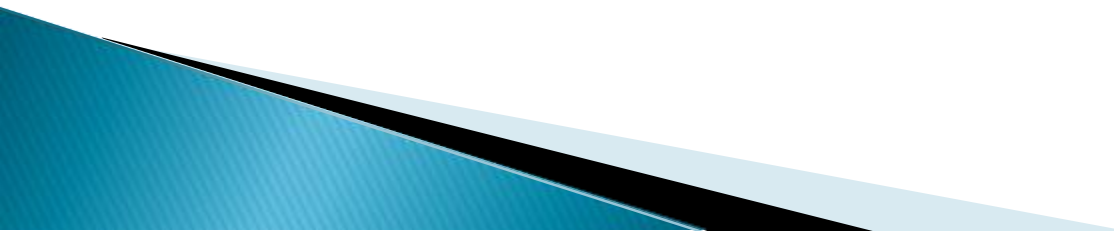
# DISTRICT ADMINISTRATION

## ROLE AND IMPORTANCE



# INTRODUCTION

The District Administration is the focal point for field organizations and implementation of all government contingency plans related to disaster management. Considerable powers have therefore been vested in the District Collector to carry out operations effectively in the shortest possible time.



# Head of District Administration

The Head of the District Administration is the Deputy Commissioner. He has three fold roles as

- Deputy Commissioner
  - District Collector
  - District Magistrate
- 

# FUNCTIONS

The Deputy Commissioner is the Chief Revenue Officer as District Collector and is responsible for collection of Revenue and other Govt. dues recoverable as arrears of Land Revenue. He deals with the Natural Calamities like draught, unseasonal rains, hailstorms, floods and fire, etc.

The Deputy Commissioner holds courts and hears appeals under the following Acts against order of Sub Divisional Officer (Civil), passed as Assistant Collector 1<sup>st</sup> Grade and Sales Commissioner and Settlement Commissioner :-

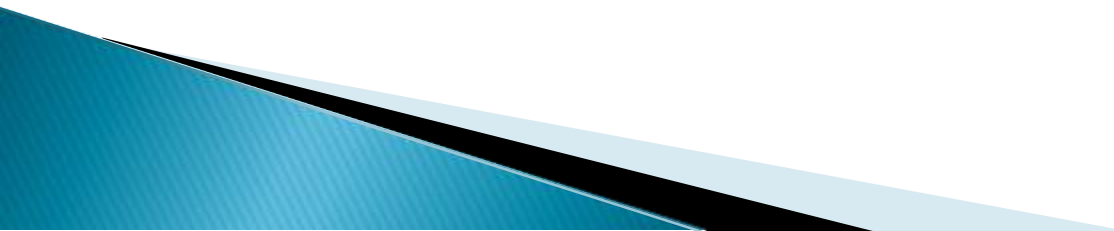
- ❖ Under the Land Revenue Act, 1887
- ❖ Under the Punjab Tenancy Act, 1887
- ❖ Displaced Persons ( Compensation & Rehabilitation) Act, 1954
- ❖ Punjab Package Deal Properties (Disposal) Act, 1976
- ❖ Urban Land (Ceiling & Regulations) Act, 1976

# FUNCTIONS...

Under the Registration Act the District Collector exercise the Powers of Registrar of the District and he controls and supervises the work of Registration of deeds. He also functions as Marriage Officer under the Special Marriage Act, 1954. Under the Cinematograph Act, the District magistrate is the Licensing Authority in his jurisdiction. The administration of the Police in a district is vested with the District Superintendent, but under the General direction of the District Magistrate as per provisions of section of the Indian Police Act, 1861.

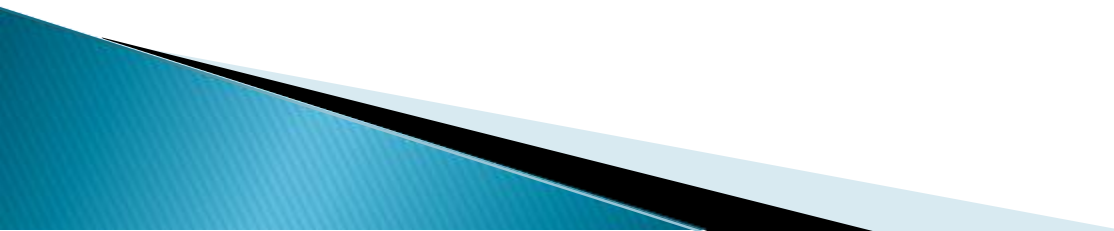
# FUNCTIONS...

The District Magistrate is the head of the Criminal Administration of the District and Police force is the instrument provided by Government to enable him to enforce his authority and fulfill his responsibility for the maintenance of Law & Order. The police force in a District is, therefore, placed by Law under the General control and direction of the District Magistrate, who is responsible that it carries out its duties in such a manner that effective protection is afforded to the public and against lawlessness and disorder.




# FUNCTIONS...

District Magistrate is thus responsible for the maintenance of Law & Order within the limit of his jurisdiction. He is conferred with very wide powers by the law, which if used prudently can be very effective in maintaining peace and tranquility. He can impose restriction on the movement of unlawful Assembly under Section 144 Cr.P.C and can also impose curfew keeping in view the situation. He is authorized to inspect the Offices/ Courts of Sub Divisional Officer (Civil), Tehsildars, Naib Tehsildars, Treasuries, Sub Treasuries, Jails, Hospitals, Dispensaries, Schools, Blocks, Police Stations, Second Class Local Bodies, Improvement Trusts and all other Govt. Offices.

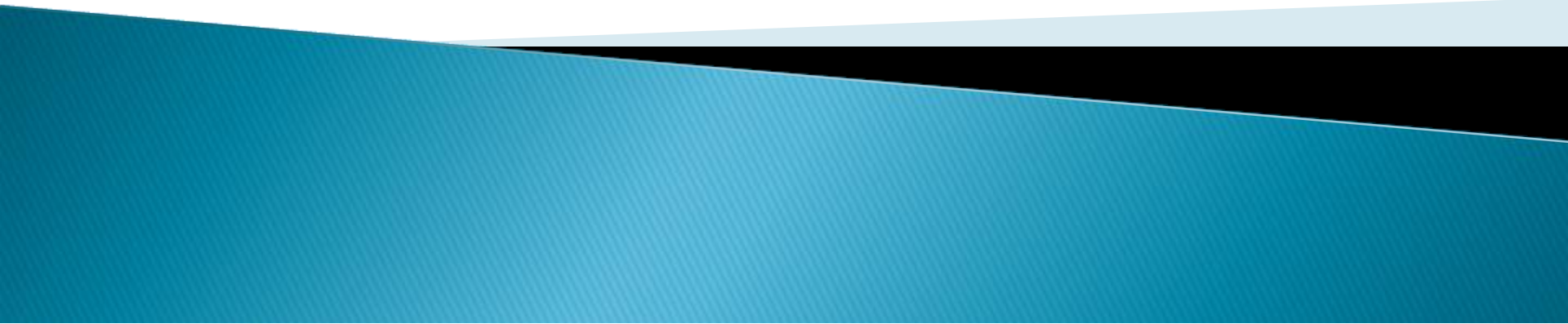


The District Commissioner, also known as District Collector/ District Magistrate, is assisted by the following officers for carrying out day to day work in various fields :–

- Additional Deputy Commissioner
  - Assistant Commissioner (General)
  - Assistant Commissioner (Grievances)
  - Executive Magistrate
  - District Revenue Officer
  - District Development and Panchayat Officer
  - Sub Divisional Magistrates
  - Civil Defense Officer
  - Urban Ceiling Officer
- 



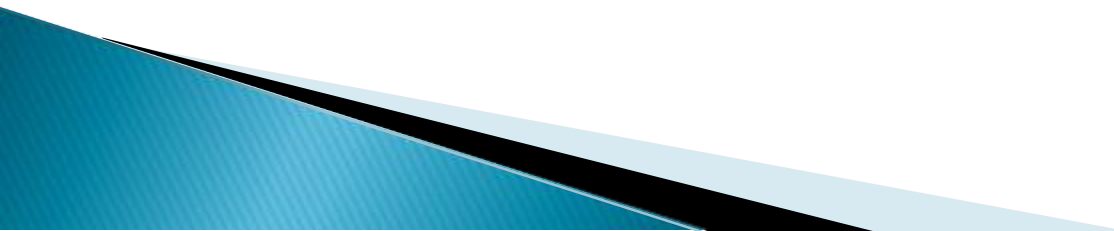
# MUNICIPALITIES



# INTRODUCTION

Municipal governance in India has existed in India since 1687, with the formation of Madras Municipal Corporation, and then Calcutta and Bombay Municipal Corporation in 172. In the early part of the nineteenth century almost all towns in India had experienced some form of municipal governance. In 1882 the then Viceroy of India, Lord Ripon, known as the Father of Local Self Government, passes a resolution of local self government which laid the democratic forms of municipal governance in India.

It was the 74<sup>th</sup> Amendment to the Constitution of India in 1992 that brought constitutional validity to municipal or local governments. Until amendments were made in respective state municipal legislations as well, municipal authorities were organized on an *ultra vires* (beyond the authority) basis and the state governments were free to extend or control the functional sphere through executive decisions without an amendment to the legislative provisions.



# INTRODUCTION...

As per the 2011 Census, the key urbanised areas were classified as follows

1. Statutory Towns : All administrative units that have been defined by statute as urban like Municipal Corporation, Municipality, Cantonment Board, Notified Town AREA Committee, Town Panchayat, Nagar Palika, etc., are known as Statutory Towns.
2. Census Towns : All Administrative units satisfying the following three criteria simultaneously
  - (i) A minimum population of 5000 persons
  - (ii) 75% and above of the male main working population being engaged in non-agricultural pursuits.
  - (iii) A density of population of at least 400 persons per sq. km.

# INTRODUCTION...

Statutory towns are of various kinds and the major categories include

1. Municipal Corporations
2. Municipality
3. Town area committee
4. Notified area committee

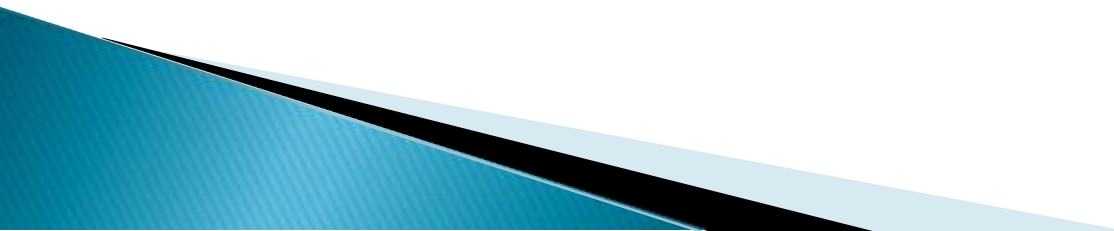
The municipal corporations and municipalities are fully representative bodies, while the notified area committees and town area committees are either fully or partially nominated bodies. As per the Constitution of India, 74<sup>th</sup> Amendment Act of 1992, the latter two categories of towns are to be designated as municipalities or nagar panchayats with elected bodies.

Among all urban local governments, municipal corporations enjoy a greater of fiscal autonomy and functions, although the specific fiscal and functional powers vary across the states.



# MUNICIPAL CORPORATIONS

Municipal Corporation is a local government in India that administers urban areas with a population of more than one million. The growing population and urbanization in various cities of India were in need of a local governing body that can work for providing necessary community services like health care, educational institution, housing transport etc. by collecting property tax and fixed grant from the State Government.




# Functions of Municipal Corporations

The 12<sup>th</sup> Schedule to the Constitution lists the subjects that municipal corporations are responsible for. Corporations may be entrusted to perform functions and implement schemes including those in relation to the matters listed in the 12<sup>th</sup> Schedule.

- ▶ Urban planning including town planning.
- ▶ Regulation of land use and construction of buildings
- ▶ Planning for economic and social development
- ▶ Water supply for domestic, industrial and commercial purpose
- ▶ Public health, sanitation conservancy and solid waste management
- ▶ Fire Services
- ▶ Urban forestry, protection of the environment and promotion of ecological aspects
- ▶ Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded

# Functions of Municipal Corporations

- ▶ Slum improvement and upgradation
  - ▶ Urban poverty alleviation
  - ▶ Provision of urban amenities and facilities such as parks, gardens, playgrounds.
  - ▶ Promotion of cultural educational and aesthetic aspects
  - ▶ Burials and burial grounds; cremations, cremation grounds and electric crematoriums.
  - ▶ Cattle pounds; prevention of cruelty to animals
  - ▶ Vital statistics including registrations of births and deaths
  - ▶ Public amenities including street lighting, parking lots, bus stops and public conveniences
  - ▶ Regulation of slaughter houses and tanneries.
- 

# SOURCE OF REVENUE

- ▶ Water supply bills
  - ▶ Property taxes
  - ▶ Rents from municipal corporation owned markets, houses, plazas, etc.
  - ▶ Taxes from commercial vehicles registered in the city
  - ▶ Grants provided by the respective state governments.
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