

Subject Code: 1MS2020425	Subject Title: Public Finance and Administration
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1. Teaching Scheme (Hours per week)

Lecture (Hrs.)	Tutorial	Practical	Credit	Evaluation Scheme (Marks)		Total
				University Assessment	Internal Assessment	
4	-	-	4	60 Marks	40 Marks	100 Marks

2. Syllabus

Module No.	Contents	Total Hours	Weight
1	Public Finance –Meaning and Forms, Financial Administration-Nature, Scope, Importance and Principles, Fiscal Federalism-Principles, Centre-state- Financial Relations, Finance Commission	12	25%
2	Government Budget- Concept, Features, Types, Principles and Functions, Government Budgeting in India- Preparation, Enactment and Execution, Delegation of Financial Powers and Control over Expenditure, Role of Ministry of Finance	12	25%
3	Tax Administration In India- Types of Taxes in India(Centre, State and Local) Methods of Taxation, Role of Central Board of Direct Taxes and Central Board of Excise and Customs and GST.	12	25%
4	Parliamentary Control over Finance, Parliamentary Committees (PAC, Estimate Committee and CPU) CAG and RBI	12	25%

3. Course Pedagogy

The pedagogy will be a combination of lectures and class discussions. Rather than merely summarise the topics contained in the course, class sessions will strive to extend and apply the case study to real life situations. The focus shall be on the appropriateness and use of the research methodologies and techniques, as well as on the finer marketing applications and issues.

4. Suggested Readings

a. Books

1. Mahajan, Sanjeev Kumar and Anupama Puri Mahajan, 2014, Financial Administration in India, PHI Learning Pvt Ltd, Delhi
2. Laxmikanth K.L., 2011, Public Administration, Tata McGraw Hill Education, 2011
3. Goel S.L., 2002, Public Financial Administration, Deep and Deep Publishers, New Delhi
4. Handa K.L., 2002, Expenditure Control and Zero Based Budgeting, Indian Institute of Finance, New Delhi
5. Hajela A.N., 2010, Public Finance (4th Ed), Ane Books, New Delhi

6. Thavaraj, M.J.K., 2003, Financial Administration of India (7th Ed) Sultan Chand and Sons, Delhi.
7. Second Administrative Reform Commission, (Fourteenth Report), Strengthening Financial Management System, GoI, New Delhi
8. Pooja Paswan, 2015, Financial Administration of India, Rajat Publications, Delhi

5. Evaluation Scheme

Sr. No.	Component	Weight
1	University Examination	60%
2	<p>Internal Assessment</p> <p>-Depending on the need and objectives of the subject, internal assessment should include minimum three of the following sub-components; <i>Class Test, Quiz, Assignments, Case Presentation, Class Participation, Projects, Team/Individual Assignments.</i></p> <p>-The weightage of a sub-component should not exceed 50% of internal assessment component weight.</p> <p>- The bifurcation of sub-components shall be communicated by the instructor before commencement of the academic sessions.</p>	40%