**Semester IV (CBCS)**

**B.A. (H) IInd Year (Political Science)**

**Dr.Sunita Meena**

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| **Name of Paper:** **Legislative Practices and Procedures (skilled based)**  |

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| **Allocation of lectures**  |

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| **Month wise schedule followed by the department**  |

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| **Tutorial/ Assignments** **Presentation etc.**  |

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|  1**.Powers and functions of people’s representative at different tiers of governance** \*Members of Parliament, State legislative assemblies, functionaries of rural and urban local self - government from Zila Parishad, Municipal Corporation to Panchayat/ward.  |

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|  6 lectures  |

 | 1 Jan to 27 Feb 2021 |  |
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| 2**. Supporting the legislative process** How a bill becomes law, role of the Standing committee in reviewing a bill, legislative consultants, the framing of rules and regulations.  |

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|  2 lectures  |

 |  5March to 6 March 2021 | Assignment I |
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|  3. **Supporting the Legislative Committees** Types of committees, role of committees in reviewing government finances, policy, programmes, and legislation  |

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|  6 lectures  |

 | 12 March to 20 March |  |
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|  4. **Reading the Budget Document** Overview of Budget Process, Role of Parliament in reviewing the Union Budget, Railway Budget, Examination of Demands for Grants of Ministries, Working of Ministries.  |

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|  6 lectures  |

 | 22 March to 2 April  | Assignment II |
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|  5. **Support in media monitoring and communication** Types of media and their significance for legislators; Basics of communication in print and electronic media.  |

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|  4 lectures  |

 | 5 April to 15 April 2021 |  |