

# **FACULTY OF ARTS & SOCIAL SCIENCES**

## **SYLLABUS**

### **FOR**

## **M. A. POLICE ADMINISTRATION (Semester: I–IV)**

**Examinations: 2019-20**



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## **GURU NANAK DEV UNIVERSITY AMRITSAR**

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## M.A. POLICE ADMINISTRATION (SEMESTER SYSTEM)

<b>SEMESTER-I</b>		
<b>Paper</b>	<b>Subject</b>	<b>Marks</b>
Paper I	Police Administration: Concept, Role & Responsibilities	100
Paper II	Law I: Indian Penal Code	100
Paper III	Police Psychology	100
Paper IV	Political Science: Indian Scenario	100

<b>SEMESTER-II</b>		
<b>Paper</b>	<b>Subject</b>	<b>Marks</b>
Paper I	Police Investigation	100
Paper II	Law II: Code of Criminal Procedure & Indian Evidence Act	100
Paper III	Sociology	100
Paper IV	Public Administration	100

<b>SEMESTER-III</b>		
<b>Paper</b>	<b>Subject</b>	<b>Marks</b>
Paper I	Criminology, Penology & Victimology	100
Paper II	Law III: Special Laws	100
Paper III	Forensic Science	100
Paper IV	Policing in Global Scenario	100

<b>SEMESTER-IV</b>		
<b>Paper</b>	<b>Subject</b>	<b>Marks</b>
Paper I	Management Theory and Police	100
Paper II	Forensic Medicine	100
Paper III	Research Methodology	100
Paper IV	Cyber Crime and Cyber Laws	100

## M.A. POLICE ADMINISTRATION (SEMESTER – I)

### **PAPER–I: Police Administration: Concept, Role & Responsibilities**

**Time: 3 Hours**

**Max. Marks: 100**

**Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

#### **SECTION-A**

Origin and development of Policing in India, Ancient Indian Policing System, Policing in Mughal period, in British period and in the Post-Independence era, Reforms in Policing during recent period.

#### **SECTION-B**

Police Station and its functioning, Role of Station House Officer and other officials, Station, Various registers maintained in the Police Station, Custody management, Production of undertrials in the Courts, Police Station functioning in Rural, City and Metropolitan areas.

#### **SECTION-C**

District Policing, Role of Senior Superintendent of Police and other officers, Police Commissionerate System, Salient features of Punjab Police Act 2007, State Police Board, Role and Responsibilities of Police, Administration of State Police, Police Establishment Committee, Offences under Punjab Police Act.

#### **SECTION-D**

Central Police Agencies, Intelligence Bureau, Central Bureau of Investigation, Border Security Force, CRPF, ITBP, CISF, NIA, NTRO, Railway Police (RPF & GRP), BPRD.

**Books Recommended:**

1. Punjab Police Act 2007 .
2. Punjab Police Rules: Vol. I, II & III .
3. Police Manual: N.R Madhawa Menon (Edu.), National Law, School of India, Bangalore .
4. Policing: Re-Invention Strategies: Rohit Chaudhary, Policing Sage Publications, 2009.

## M.A. POLICE ADMINISTRATION (SEMESTER – I)

**PAPER- II: Law I: Indian Penal Code****Time: 3 Hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four).

Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

Criminal Liability, Section 1-5, 20-25, 40, 52, 53, 71-75, Mistake of Fact (Sec. 76-79), Right of Private Defence, Abetment, Criminal Conspiracy, Giving False Evidence (Sec. 191, 193), Fabricating False Evidence (Sec. 192), Offences against the State (Sec. 124A, 153A), Unlawful Assembly and related offences (Sec. 141-151).

**SECTION-B**

Culpable Homicide (Sec. 299, 304), Murder (Sec. 300, 302), Causing Death by Negligence (Sec. 304A), Abetment of Suicide (Sec. 306), Attempt to Murder (Sec. 307), Attempt to commit suicide (Sec. 309), Foeticide and Infanticide, Hurt (Sec. 319-323), Grievous Hurt (Sec. 320, 325-338).

**SECTION-C**

Force (Sec. 349), Criminal Force (Sec. 350), Assault (Sec. 351), Kidnapping (Sec. 359, 360, 361, 363), Abduction (Sec. 362, 364-367), Theft (Sec. 378-382), Snatching (379A & B), Extortion (Sec. 383-384), Robbery (Sec. 390, 392, 393), Dacoity (Sec. 391, 395, 396), Receiving Stolen Property (Sec. 410, 411), Criminal Misappropriation (sections 403, 404), Criminal Breach of Trust (sections 405-409), Cheating (Sec. 415-420), Mischief (Sec. 425-426), Criminal Trespass (Sec. 441-447), House Trespass (Sec. 442, 448), Forgery (Sec. 463, 465), Criminal Intimidation, Insult and Annoyance (Sec. 503-510), Attempt (Section 511).

**SECTION-D**

Rape (Section 376 and 376 A to E), Outraging Modesty of a Woman (Sec. 354, 354 A to D), Marital Cruelty (Sec. 498A), Dowry Death (Sec. 304B), Bigamy (Sec. 494), Adultery (Sec. 497), Acid Attack (Section 326A, 326B).

**Books Recommended:**

1. Textbook on the Indian Penal Code: Gaur, K.D., Universal Law Publishing Co. Pvt. Ltd., 2009 .
2. Indian Penal Code: Rattan Lal & Dhiraj Lal, Lexis-Nexis Butterworths Wadhwa, 2008 .
3. Indian Penal Code: Jaspal Singh, All India Reporters, 1998 .
4. Essays on the Indian Penal Code: Pillai, K.N. Chandrasekharan .

## M.A. POLICE ADMINISTRATION (SEMESTER – I)

**PAPER- III: POLICE PSYCHOLOGY****Time: 3 Hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

Introduction and scope of Psychology – Application of Psychology to Police working.  
Introduction to Personality, Traits of Personality with Special reference to Police Personnel.

**SECTION-B**

Aggression: Concept of Anger, Aggression and Hostility. Determinants, Theories of Aggression, Prevention and Control of aggression.  
Criminal Behaviour and criminality, Theories of Crime and Criminogenic Factors.

**SECTION-C**

Understanding Human Behaviour, Perception, Learning, Motivation.  
Attitude: Concept, Nature and formation, Theories of attitude change, Need of attitudinal change in police.  
Human Emotions at Work, Emotional Intelligence and Emotional Quotient.

**SECTION-D**

Stress: Concept, Symptoms, Causes and Coping Strategies with special reference to Police Work.  
Mental Health & Well-being of Police Personnel.

**Books Recommended:**

1. Adair, John: Effective Time Management.
2. Atkinson, (Jacqueline Meenakshi): Coping with stress at work.
3. Batra, Pramod : Simple ways to Manage stress.
4. Coleman James,C : Abnormal Behaviour and Modern Life .
5. Gillen, Terry: Assertiveness for Managers.
6. Gilmer, D.B. : Organizational Psychology .
7. Hacon, Richard. E.d.: Personal Organizational Effectiveness.
8. Luthans , F. : Organizational Behaviour, New York, McGraw Hill, 1986.
9. Mackensie, R. Alec: Successful Time Management Methods.
10. Morgan and King: Introduction to Psychology .
11. Rao, S.N. (1981): Counselling Psychology, New Delhi, Tata, McGraw Hill .

## M.A. POLICE ADMINISTRATION (SEMESTER – I)

**PAPER- IV: Political Science: Indian Scenario****Time: 3 Hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

Origin and development of Indian Political System, Concept of Republic in Ancient India, Democratic ideals of Indian Governance System – from ancient to modern period.

Concept of Welfare State- Its origin and development alongwith Constitutional provisions with special reference to Directive Principles of State Policy.

**SECTION-B**

Concept of State, Indian Federal system, Centre State Relationship, Citizenship, Equality – Concept and Constitutional provisions (Article 14-18), Liberty and Freedom in the context of Constitution of India (Article 19-22), Fundamental Duties (Article 51A).

**SECTION-C**

Union & State Legislature, Union & State Executive, Pardoning Power of President and Governor, Ordinance making power of President and Governor, Presidential and Parliamentary forms of government.

**SECTION-D**

Union & State Judiciary, Writs, Emergency Provisions, Amendment of the Constitution, Coalition Politics and Emerging Trends in Indian Polity.

**Books Recommended:**

1. Basu, Durga Das: Shorter Constitution of India, 13th Edition, Wadhwa, 2006.
2. Jain, M.P.: Indian Constitutional Law- 5th Edition, Wadhwa, 2006.
3. Seervai, H.M.: Constitutional Law of India- 4th Edition, Universal Law Publishing Co. Pvt. Ltd., 2008.
4. Shukla, V.N.: The Constitution of India- 11th Edition, Eastern Book Company, 2008.

## M.A. POLICE ADMINISTRATION (SEMESTER – II)

**PAPER- I: Police Investigation****Time: 3 Hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

Introduction to investigation- General Principles and Steps of Investigations, Qualities of a good investigator, Registration of FIR – Provisions under Cr.P.C. and Punjab Police Rules (Chapter 24) and Supreme Court Directions (Lalita Kumari v. State of UP and others), Cognisable and Non-Cognisable cases.

**SECTION-B**

Power of Police to Investigate, Process of Investigation, Collection of evidence, Arrest, Case Law – Arnesh Kumar versus State of Bihar, Remand, Case Diary, Police Report (Section 173 Cr.P.C.), Inquest proceeding.

**SECTION-C**

Investigation of Specific types of cases: Murder, Robbery, Dacoity, Snatching, Theft, Burglary, Rape, Molestation, NDPS cases.

**SECTION-D**

Scientific Aid to Investigation, Investigation of Cyber offences, Role of DNA analysis in the investigation, Legal provisions regarding, Supervision of Investigation by Gazetted Officer.

**Books Recommended:**

1. Code of Criminal Procedure, 1973
2. Indian Penal Code, 1860
3. Indian Evidence Act, 1872
4. Punjab Police Rules, Vol. III (Chapter 25)
5. K N Chandrasekharan Pillai (ed.): Kelkar's Lectures on Criminal Procedure

## M.A. POLICE ADMINISTRATION (SEMESTER – II)

**PAPER- II: Law II: Code of Criminal Procedure & Indian Evidence Act****Time: 3 Hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

Constitution of criminal courts and their powers, Role of Public Prosecutor, police and defence counsels in the administration of criminal justice, Arrest by the Police, Summons and warrants, Preventive measures by the police for keeping peace and good behaviour.

**SECTION-B**

Complaint and procedure of filing complaint, Magistrate's powers to take cognizance in FIR and complaint cases, Concept of charge and discharge before the court of Magistrate and Sessions.

**SECTION-C**

Bailable and non-bailable offences, Bail, Trial, Summons trial and summary trial, Trial in case of warrant cases before Magistrate and Sessions Court, Judgement, Appeal and Revision.

**SECTION-D**

Relevancy of facts (Sections 5-16), Confessions, Dying Declaration, Expert opinion, Documentary Evidence (Sections 61 - 73A), Burden of Proof (Sections 101 – 114A), Witnesses (Sections 118-134), Examination of Witnesses (Sections 135 – 166).

**Books Recommended:**

1. K N Chandrasekharan Pillai (ed.): Kelkar's Lectures on Criminal Procedure Ratanlal & Dhirajlal: Criminal Procedure Code.
2. S C Sarkar : The Law of Criminal Procedure Rattan Lal & Dhiraj Lal: Law of Evidence.
3. Prof. V. Nageshwar Rao: Critical Commentary on the Indian Evidence Act (LexisNexis Publications).



## M.A. POLICE ADMINISTRATION (SEMESTER – II)

**PAPER- III: SOCIOLOGY****Time: 3 Hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

Basic Concepts of Sociology : Meaning, nature & scope of Society, Community, Associations, Norms, Customs and Values.  
Social Institutions: Family, Marriage, Kinship, Educational Institutions and Police as social institution.

**SECTION-B**

Community - Police Interface: Role & Responsibilities of citizens in Policing. Public expectations from Police and implications for Police:

- (i) Transparency
- (ii) Honesty and Morality
- (iii) Role of Society in re-defining the image of Police.

Crowds: General Characteristics and Types.

**SECTION-C**

Social Conformity & Social Deviance: Nature, meaning & scope; Social Control–Meaning, Factors and Role of Police.

Role of Police in Mob Violence; Caste, Communal and Ethnic Conflicts and in family disputes.

**SECTION-D**

Gender sensitisation, Sex Discrimination, Sexual harassment at work place Role of Women in Police and Attitude of Police towards Women

Juvenile Delinquency, Juvenile Justice Board, Inquiry by the Board, Punishment under Juvenile law, Observation Home, Special Home, Children Home, Child Welfare Committee

**Books Recommended:**

1. Choudhary Rohit : Policing Reinvention Strategies in a Marketing framework, Sage Publication, New Delhi. 2009.
2. Desai, A.R. : Rural Sociology in India. Popular Prakashan, Bombay. 1969.
3. Ghrye, G.S. : Caste and Race in India. Popular Prakashan, Bombay. 1969.
4. Gupta, Dipankar: Social Stratification. Oxford University Press, New Delhi. 1991.
5. Kingsley, Davis : Human Society. Macmillan, New York. 1969.
6. Mandelbaum, D.G. : Society in India. Popular Prakashan, Bombay. 1970.
7. Pimpley, P.N. : Struggle for Status. B. R. Publishing, Delhi. 1985.
8. Rustamji, K.F. : India Police. Nataraj Books, New Delhi. 1977.
9. Srinivas, M.N. : India's Village. Asia Publishing House, Bombay. 1969.
10. Srinivas, M.N. : Social Change in modern India. Orient Longman, Bombay. 1966.

**M.A. POLICE ADMINISTRATION (SEMESTER – II)****PAPER-IV: PUBLIC ADMINISTRATION****Time: 3 Hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**SECTION-A**

Public Administration: Meaning, Nature, Scope and Significance, Difference between Public and Private Administration, Development Administration, Sustainable Development and Role of Bureaucracy in Development.

Indian Administration: Salient Features, Concept of federalism in Indian context, Union Government, State Government, Role of President and Governor, Relationship between President with Prime Minister and Council of Ministers.

**SECTION-B**

Authority, Responsibility and Accountability of Administration with special reference to Police.

Organizational Communication: Concept, Characteristics, types, Barriers of communication with special reference to Police.

**SECTION-C**

Supervision: Concept, need, types of Supervision. Qualities of good supervisor, various levels of Supervision in Police (Section 36 Cr.P.C. and Chapter 25 of Punjab Police Rules) Citizen and Administration Interface: Concept and Philosophy. Recent Trends in Governance: Good Governance, E-Governance, Citizens' Charter, Right to Information.

**SECTION-D**

Election Process in India, Election Commission of India, Concept of Political parties, Comparison between party system of India and the USA, Local Self Government, Constitution 73<sup>rd</sup> and 74<sup>th</sup> Amendments.

Attorney General and Advocate General, Controller & Auditor General of India, Finance Commission, NITI Aayog.

M.A. POLICE ADMINISTRATION (SEMESTER – II)

**Books Recommended:**

1. P.M. Bakshi: Constitution of India.
2. Avasthi A: Central Administration, Tata McGraw Hill, New Delhi.
3. Avasthi A: Municipal Administration in India, Lakshmi Narayan Aggarwal, Agra.
4. Bayley, D.H.: Police and Political Development in India, New Jersey.
5. Bhattacharya Mohit : Governing Rural India, Uppal Publishing House, New Delhi.
6. Maheshwari, S.R.: Indian Administration, Orient Longman, New Delhi.

M.A. POLICE ADMINISTRATION (SEMESTER –III)  
**PAPER – I: Criminology, Penology & Victimology**

**Time: 3 hours**

**Max. Marks: 100**

**Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Section – A**

Criminal Justice Administration and its various organs, Nature, Scope and Principles of Criminology and its application to Policing, Theories of Punishment, Shift from Reformatory to Deterrent theory, Types of Punishment, Capital Punishment-An Overview, Community Service as Punishment.

**Section – B**

Prison Administration and Correctional Institutions, Prison Reforms, Probation, Parole, Furlough, Concept of Open Jails, Juvenile Institutions, Sentencing – Process and Policies, Rural Courts (Gramin Nayayalaya), White-Collar Crime, Habitual Offenders.

**Section – C**

Victimology and its concept, Justice to Victims of Crime – Restorative and Reparative, Compensation to Victims of Crime under Indian Laws, Latest amendments in Cr.P.C., Plea Bargaining, Compounding of Offences.

**Section – D**

Emerging Trends in Victimology, Child victims of crime, Female victims and victims of sexual offences, Rights of victims of crimes in United Nations Instruments.

**Books Recommended:**

1. Ahmed Siddique: Criminology - Problems and Perspective - Eastern Book Company .
2. Paranjpe, N.V.: Criminology and Penology, Central Law Publishers .
3. R. Deb: Criminology, Sociology & Police Science .
4. Sirohi, J.P.S., Criminology and Criminal Administration, Allahabad Law Agency .

## M.A. POLICE ADMINISTRATION (SEMESTER –III)

**PAPER – II: Law III: Special Laws****Time: 3 hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Section – A**

The Narcotic Drugs and Psychotropic Substances Act, 1985: Provisions related to offences, Seizures and forfeiture of property.

Arms Act, 1959 Sec. 2 to 9, 25, 27 to 32, 39.

The Motor Vehicles Act, 1988: Salient provisions related to traffic offences, No fault liability.

**Section – B**

Protection of Women from Domestic Violence Act 2005.

The Commissions for Protection of Child Rights Act, 2005.

The Indecent Representation of Women (Prohibition) Act, 1986.

**Section – C**

The Environment (Protection) Act, 1986.

Noise Pollution and its Control including Noise Pollution (Regulation and Control) Rules 2000

Wild Life (Protection) Act, 1972.

**Section – D**

Right to Information Act: Section- 2, 3, 6, 7, 8, 18, 19, 20 and 24.

The Protection of Human Rights Act, 1993.

Prevention of Corruption Act, 1988, Sec. 2, 7, 8, 9, 10, 11, 12, 13, 17 to 19.

**Books Recommended:**

**Bare Acts** related to above mentioned laws.

Narcotic Drugs & Psychotropic Substances Act, 1985: K. Kumar Law relating to Motor Vehicles: A.P. Mathur.

Right to Information: Law & Practice: Kunwar Vijay Pratap Singh, Kautilya Law Society, 2014

**M.A. POLICE ADMINISTRATION (SEMESTER –III)****PAPER – III: FORENSIC SCIENCE****Time: 3 hours****Max. Marks:100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Section – A**

Inspection of Crime Scene (Place of Occurrence), Locard's principle of exchange, Preservation of the crime scene, recording of crime scene, Search for evidence.

Physical Evidence - Handling of Physical Evidence, Packing and labelling of Evidence, Chain of Evidence.

Photography in Police Work, Ultraviolet, Infrared, X-rays-their application.

**Section – B**

Finger Prints - Classifications, Types Impressions, collecting (lifting or Photograph), Recording (Ten digits and single digit records), Identification and palm prints.

Footprints – Introduction, Nature, Location, Preservation and collection of Footprints, Collection of Comparison Print, Identification Characteristics, Sole and Shoe Prints.

Narco Analysis, Lie detection, polygraph examination and the Brain Electrical Activation Profile (BEAP), Selvi v. State of Karnataka [AIR 2010 SC 1974].

**Section – C**

Identification of Trace Elements - Hair, Fibres, Fabric, Blood, Semen and other Body fluids, Soil Dirt and Dust, tyre Impressions and skid Marks, Glass, Paints, DNA-Source, Applications and Evidentiary value in court of law.

**Section – D**

Documents - Factors affecting the writing, Identification of Signatures, Detection of Forgery, Free hand or simulated forgery, Traced Forgery, Defects of Free Hand and Trace Forgeries, Handwriting standards.

Ballistics - Introduction, Forensic Ballistics, Fire Arms and their classifications, Identification of weapon and cartridge case, Bullet Identification, Direction of Fire, Time of Fire, Range of Fire, Detection of Residues on hand, Nature of Injuries, Entry and Exit wound.

Examination of Explosive Residues, Types of Ammunition, Improvised Explosive Devices (IEDs), Bomb Disposal and Handling of Explosives.

M.A. POLICE ADMINISTRATION (SEMESTER –III)

**Books Recommended:**

1. B.S. Babar - Forensic Science in Crime Investigation .
2. Haward, Lionel: Forensic Science .
3. Kholar & Meyer 1993: Explosive, 4th revision edition.
4. Saferstein: Forensic Science Handbook Volume - I,II & III.
5. Sharma: Forensic Science in Criminal Investigation & Trials 1990.
6. Soddermann: Forensic Science.



## M.A. POLICE ADMINISTRATION (SEMESTER –III)

**PAPER – IV: Policing in Global Scenario****Time: 3 hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Section – A**

Globalisation of Crime, Need of cooperation at Global level.

Investigation Abroad with provisions in the Cr.P.C.

INTERPOL: Its Structure and Role.

**Section – B**

Human Trafficking- Concept, Challenges and Strategies, Section 370 of the IPC.

Drug Trafficking: International concern, Concept of Narco-Terrorism.

**Section – C**

Cyber Crime: nature, scope and extent.

I.T. Act 2000: Cyber offences with latest amendments, Jurisdiction issues in global context, Role of United Nations Commission on International Trade Law (**UNCITRAL**).

**Section – D**

Terrorism and its global aspects, Efforts of tackling terrorism at global level, Role of United Nations in tackling terrorism, Communal trends in terrorism.

Problems of Refugees, Concept of Extradition and treaties, Consular access and deportation  
Ethnic Conflicts - Causes and Remedies.

## M.A. POLICE ADMINISTRATION (SEMESTER –III)

**Books Recommended:**

1. Andrew Millie (Ed.), Contemporary Issues in Law Enforcement and Policing.
2. Cliff. Roberson, Jennie K. Singer, and Dilip Das (Ed), Police Without Borders: The Fading Distinction between Local and Global, International Police Executive Symposium, New York, USA, 2010.
3. Dilip K. Das, International Police Executive Symposium, New York, USA; AnnMarie Cordner, Kutztown University, Pennsylvania, USA, 2009.
4. Dilip K. Das, International Police Executive Symposium, New York, USA, 2007.
5. Gary Cordner (Ed.), Urbanization, Policing, and Security: Global Perspectives, Kutztown University, Pennsylvania, USA;
6. Kunwar Vijay Pratap Singh, Cyber Crime: Law and Practice, Kautilya Prakashan, Chandigarh, 2015
7. Obi N.I. Ebbe (Ed.), Global Trafficking in Women and Children, University of Tennessee, Chattanooga, USA.

**M.A. POLICE ADMINISTRATION (SEMESTER –IV)**  
**PAPER – I: Management Theory and Police**

**Time: 3 hours**

**Max.Marks:100**

**Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Section – A**

Management --Concept and scope, Responsibilities of a Professional Manager, Management and administration, Concept of Management in Policing, Leadership Styles and Influence Process Organisational Structure and Design, Planning Process, Controlling, Delegation.

**Section – B**

Interpersonal Relationship, Managerial Communication and its importance in policing, Decision Making-Techniques and Processes, Decision making in policing.  
 Management by Objectives.

**Section – C**

Structuring Human Resource Management in Policing, Job Analysis and Job Design  
 Human Resource Planning.

Attracting the Talent: Recruitment, Selection, Outsourcing with reference to policing  
 Career and Succession Planning, HR Measurement and Audit.

**Section – D**

Human Resource Development System, Training, Mentoring and Performance Coaching  
 Building Roles and Teams.

Discipline, Motivation: Concept and Types, Factors affecting motivation  
 Grievance Handling and Welfare, Reward Management.

**Books Recommended:**

1. Biswajeet Patnayak: Human Resource Management, Prentice Hall of India, New Delhi
2. Bramham, J: Practical Staffing Planning, IPM, London.
3. P. Subba Rao: Management & Organisation Behaviour, Himalaya Publishing House
4. Punjab Police Rules: Volume II & III Punjab Police Act, 2007.
5. Walker JW: Human Resource Planning, McGraw Hill, New York.

**M.A. POLICE ADMINISTRATION (SEMESTER –IV)****PAPER – II: FORENSIC MEDICINE****Time: 3 hours****Max.Marks:100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Section – A**

Personal Identity - Definition, Identification of living, Dead Bodies, Bones and fragmentary / Mutilated remains of Body, Parameters of Identification, Age and Sex determination, Medico-Legal Aspects of Age, Importance of Finger prints, Hair, Foot Prints, Scars and Tattoo marks for Identification.

Post-Mortem Examination (AUTOPSY) - Objectives and rules, Cause of death, Time since death, Examination of decomposed, Mutilated Bodies, Fragments and Bones.

**Section – B**

Examination of Biological Stains and Hair - Theory of Inheritance, Blood, Examination of saliva stains, Examination of other Biological stains and Tissues, Collection and Preservation for Laboratory Examinations, Hair and Fibres.

Death in its Medico – Legal Aspects -Legal Definition, Types of Death, Signs of Death.

**Section – C**

Death from Asphyxia - Hanging, Strangulation, Suffocation, Drowning (Immersion).

Injuries from Burns, Scalds, Electricity and their medico-legal aspects.

**Section – D**

Injuries by Mechanical Violence, Medico-Legal Aspects of Wounds - Examination of the injured persons, Nature of injury, Simple, Grievous or Dangerous Hurt, Examination of Exhibits, Age of injury, Cause of Death from Wounds, Difference between suicidal, homicidal and accidental wounds.

Sexual Offences - Rape, Examination of the victim and accused Medico Legal Questions, sex related homicides AIDS, Unnatural Sexual offences, Prenatal sex determination test (PNDT) and Female Foeticide and its medico-legal aspects.

Poison and there Medico-Legal Aspects - Definition, Law Relating to Poisons, Sale of Poisons, Drugs and cosmetics Act, 1940.

M.A. POLICE ADMINISTRATION (SEMESTER –IV)

**Books Recommended:**

1. Haripad Dutt : Forensic Medicine & Toxicology.
2. Modi's : Medical Jurisprudence & Toxicology .
3. Notes on Forensic Medicine: Sardar Vallabh Bhai Patel, National Police Academy, Hyderabad.
4. Precis on indoor subjects (Forensic Medicine and Forensic Science ) Punjab Police Academy, Phillaur, Available in Hindi and English.
5. P.V. Chadha : Hand Book of Forensic Medicine & Toxicology (Medical Jurisprudence).
6. S.C. Basu : Hand Book of Medical Jurisprudence and Toxicology .

## M.A. POLICE ADMINISTRATION (SEMESTER –IV)

**PAPER – III: Research Methodology****Time: 3 Hours****Max.Marks:100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Section – A**

Importance of Research in Decision Making.

Defining Research Problem and Formulation of Hypothesis.

Experimental Designs.

**Section – B**

Data Collection: Methods and Techniques.

Sampling and Sampling Designs.

Attitude Measurement and Scales.

**Section – C**

Data presentation, Data Processing

Statistical Analysis and Interpretation of Data

Model Building and Decision Making

**Section – D**

Report Writing.

Substance of Reports and Presentation.

Ethical Issues in Social research.

## M.A. POLICE ADMINISTRATION (SEMESTER –IV)

**Books Recommended:**

1. Garrett, H.E. (1986): Statistics in Psychology and Education, New York: David Mc Kay Col. Inc.
2. Kerlinger, F.N. (1964): Foundations of Behavioural Research. New York, Holt, Rineheart and Winston
3. Sciences. New Delhi, Tata McGraw Hill
4. Legal Research Methodology – Publication of the Indian Law Institute, New Delhi (2001)
5. Methods & Techniques of Social Science – Dr. Jaspal Singh, Kanishka Publications, New Delhi, 2001
6. M.L.A. Handbook for writers of research Papers thesis and dissertations –John Willey Eastern Co. New Delhi
7. S.R. Bajpay, (1960) : Methods of Social Survey & Research. Kitab Ghar, Pub.
8. Singh, A.K. (1986): Tests, Measurements and Research Methods in Behavioural Research

## M.A. POLICE ADMINISTRATION (SEMESTER –IV)

**Paper-IV: Cyber Crime and Cyber Laws****Time: 3 Hours****Max. Marks: 100****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

**Section – A**

Cyber Crime and Nature and scope, Emerging trends in cyber crime  
 Information Technology Act 2000: Need, Aims, Objectives and Applications (Section 1)  
 Concept of digital signature and electronic signature  
 Electronic Records, E-Governance and e-commerce [Sections 4 – 10A of IT Act]

**Section – B**

Certifying Authority [Sections 30 – 34 of IT Act]  
 Cyber contraventions and penalty [Sections 43 – 45 of IT Act]  
 Adjudicating Officer and Power to Adjudicate [Section 46 of IT Act]  
 Cyber Appellate Tribunal  
 Intellectual Property Right issues in Cyberspace

**Section – C**

Cyber offences under IT Act [sections 65, 66, 66B, 66C, 66D of IT Act]  
 Cyber terrorism [Section 66F of IT Act]  
 Cyber offences related to obscenity [Sections 67, 67A, 67B & 66E of IT Act]  
 Voyeurism [Section 354C of the IPC], Stalking [Section 354D of the IPC]  
 Concept of Electronic record under the Indian Penal Code [Section 29A]  
 Cyber frauds and sections 463, 464, 466, 468, 469 & 471 of the IPC

**Section – D**

Principles of Extra territorial jurisdiction [Section 75]  
 Provisions related with Intermediary [Sections 2(w), 79]  
 Social media and investigation of crime related with social media  
 Investigation and procedure of search and seizure [Sections 78 & 80]  
 Recognition of electronic records as evidence [Amendments under section 3 of the Indian Evidence Act, 1872]  
 Admissibility of electronic records [section 65B of the Indian Evidence Act, 1872]



## M.A. POLICE ADMINISTRATION (SEMESTER –IV)

**Books Recommended:**

1. Bare Act of **Information Technology Act, 2000**, Universal Publishing Co. Pvt. Ltd., (Latest edition)
2. Kunwar Vijay Pratap Singh, **Cyber Crime: Law and Practice**, Kautilya Prakashan, Chandigarh, 2017
3. Nandan Kamath, **A Guide to Cyber Laws and IT Act, 2000 with Rules and Notifications**, Universal Law Publisher, 3rd Edition, (2007).
4. Vakul Sharma, **Information Technology: Law & Practice**, Universal Law Publisher, (Latest edition)