FACULTY OF ARTS & SOCIAL SCIENCES

SYLLABUS

FOR

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

Examinations: 2019-20

GURU NANAK DEV UNIVERSITY
AMRITSAR

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M.A. POLICE ADMINISTRATION (SEMESTER SYSTEM)

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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


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:
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:
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.
5. Gillen, Terry: Assertiveness for Managers.
10. Morgan and King: Introduction to Psychology.
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.

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


Books Recommended:
PAPER- I: Police Investigation

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

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:
2. Indian Penal Code, 1860
3. Indian Evidence Act, 1872
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:

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


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


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:

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 73rd and 74th 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.
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

Section – B

Section – C

Section – D

Books Recommended:
3. R. Deb: Criminology, Sociology & Police Science.
M.A. POLICE ADMINISTRATION (SEMESTER –III)

PAPER – II: Law III: Special Laws

Time: 3 hours
Instructions for the Paper Setters:-

Max. Marks: 100

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

Section – B
Protection of Women from Domestic Violence 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

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


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.


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.
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.

**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.
Books Recommended:

5. Gary Cordner (Ed.), Urbanization, Policing, and Security: Global Perspectives, Kutztown University, Pennsylvania, USA;
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

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:
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 .
5. P.V. Chadha : Hand Book of Forensic Medicine & Toxicology (Medical Jurisprudence).
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.
Books Recommended:

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: