

**MUNICIPAL  
ADMINISTRATION**

**2**

**ANNUAL REPORT  
1968-69**

**REGIONAL CENTRE FOR RESEARCH AND  
TRAINING IN MUNICIPAL ADMINISTRATION**



**DEPARTMENT OF PUBLIC ADMINISTRATION  
UNIVERSITY OF LUCKNOW  
INDIA**

## ADVISORY COMMITTEE

- |                        |   |
|------------------------|---|
| 1. Sri P. C. Pandey,   | .. Secretary, Local Self Government Department, Government of Uttar Pradesh. (Chairman).  |
| 2. Prof. R. K. Dikshit | .. Dean, Faculty of Arts, Lucknow University.   |
| 3. Prof. G. Mukharji   | .. Director, Centre for Training and Research in Municipal Administration, Indian Institute of Public Administration, New Delhi.    |
| 4. Sri Deva Raj        | .. Officer on Special Duty, Ministry of Health, Family Planning and Urban Development, Government of India, New Delhi.              |
| 5. Sri Sain Das        | .. Chairman, Municipal Board, Meerut (Nominee of the State Government).   |
| 6. Prof. D. P. Singh   | .. Professor in the Centre.   |
| 7. Prof. R. B. Das     | .. Professor and Head of the Department of Public Administration, Lucknow University and Director of the Centre (Member-Secretary). |

The Regional Centre for Research and Training in Municipal Administration was set up at the Institute of Public Administration, Lucknow University by the Ministry of Health, Family Planning and Urban Development, Government of India, in collaboration with the Government of Uttar Pradesh, in the month of January 1963<sup>1</sup>.

2. The first meeting of the Advisory Committee, constituted for guiding and supervising the programmes of the Centre, was held on February 19, 1968. It considered and approved the budget proposals for the year 1967-68 and 1968-69 as per Appendix 'I'. The Committee recommended that the appointments be made in accordance with the procedure laid down in the University. It was also decided that the financial rules as practised in the University of Lucknow be followed in the Centre.

3. The Government of India, however, released the grant for the year 1968-69 as late as in August 1968<sup>2</sup>. Another two months were taken in its collection. Therefore, except for the Administrative Officer and Janitor-cum-Peon (who were appointed last year), other staff of the Centre, could not be appointed earlier than October. As such, the budget proposals of the Centre were revised in the meeting of the Advisory Committee held on October 18, 1968. The revised budget as approved is given in Appendix 'II'. The staff appointed under the Centre is shown in Appendix 'III'.

4. The accounts of the Centre for the financial year 1967-68 were audited by M/S A. Shah & Company, Chartered Accountants, Lucknow (Appendix 'IV') and sent to the Ministry of Health, Family Planning and Urban Development, Government of India, New Delhi<sup>3</sup>. The Government of India, on the basis of the audited report, issued the "Utilisation Certificate" to the Accountant General, Uttar Pradesh, Allahabad<sup>4</sup> (Appendix 'V').

### **Seminar**

5. The first Seminar on "Training and Research Requirements in Municipal Administration" was inaugurated by His Excellency, the

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1. Union Ministry's letter No. F. 11-3/67-LSG dated January 30, 1968.

2. Union Ministry's letter No. F. 11-4/68-LSG dated August 28, 1968.

3. Our letter No. URC/1756/1/1969 dated January 6, 1969.

4. Union Ministry's letter No. F. 11-4/68-LS : dated January 20, 1969.

Governor of Uttar Pradesh, Dr B. Gopala Reddi on March 26, 1963. It was attended by persons as per Appendix 'VI'. The Seminar recommended that—

- (i) Suitable pre-entry training courses should be devised in consultation with the State Government, municipal bodies and the Regional Centre.
- (ii) For appointment to the posts in the various cadres of the Centralised Municipal Services, preference should be given to persons with post-graduate degrees and diplomas in public administration, urban government and local government.
- (iii) In-service training courses of six to eight weeks' duration should be organised in consultation with the State Governments for municipal employees.
- (iv) Necessary facilities, such as, study leave, travelling allowance, and daily allowance be allowed to persons attending the training courses at the Centre.
- (v) The non-officials from the urban local bodies should also be associated with the training, seminar and other programmes of the Centre.

6. The Seminar also recommended that the Centre should undertake research in the urban problems with particular reference to the following areas :

- (i) Development Plans
- (ii) Land Management and Development
- (iii) Housing
- (iv) Utilities
- (v) Communications
- (vi) Social Services, Community Development and Public participation
- (vii) Organization and Management
- (viii) Procedures and Processes
- (ix) Personnel Administration
- (x) Fiscal Policy, Financial Resources and Budgeting
- (xi) Policy Formulation and Decision Making
- (xii) Relationship between the State and City Government
- (xiii) Supplies
- (xiv) Programme Planning

- (xv) Public Relations
- (xvi) Dynamics of Municipal Administration
- (xvii) Operations Research and Evaluation; and
- (xviii) Urban-Rural Relationship

7. One of the main recommendations of the Seminar was that the Centre should work as a "Clearing House" for information about the working of the urban government in the State, and if the resources permit, it should collect information about other parts of the country as well. It was also recommended that the information about the working of the urban bodies be made available to the various units through periodical publications.

8. The Government of Uttar Pradesh was requested, as per recommendations (iii) and (iv) of para 5 above, that study leave, travelling allowance and daily allowance be allowed to persons attending the training courses at the Centre<sup>5</sup>. The Government has been kind enough in issuing such G. O.'s from time to time. The Governments of Bihar and Madhya Pradesh have also extended their full support to our programmes and we are grateful to them for this favour.

9. The Advisory Committee, in its meeting on June 19, 1968, decided that three In-service Training Courses and two Seminars were to be held during the Session 1968-69.

### **First In-service Training Course**

10. The first course in the series was inaugurated on August 19, 1968 by Sri Govind Narain, I.C.S., Secretary, Ministry of Health, Family Planning and Urban Development, Government of India. It was attended by 26 municipal officers from Madhya Pradesh and Uttar Pradesh.

11. A number of speakers, besides the staff of the Department and the Centre, from various disciplines and fields were invited to address the trainees. Some of them were :

<i>Name and Designation</i>	<i>Topics</i>
Prof. Heckscher, Swedish Ambassador in India.	Municipal Government in Scandinavian Countries.
Dr. P. Andrade, Consultant, Ford Foundation, Ferozshah Road, New Delhi.	Urban Planning.

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5. Our Letter No. URC/463/Main/68, dated April 24, 1968.

<i>Name and Designation</i>	<i>Topics</i>
Sri A. P. Jain, Member of Rajya Sabha.	Problems and Reforms in Municipal Government.
Sri Kailash Prakash Ex-Education & Finance Minister, Uttar Pradesh.	Political Parties and Municipal Government.
Sri C. B. Rao, I C.S. (Retd.) Ex-Mayor, Allahabad.	(i) Popular Image of Local Bodies. (ii) Deliberative and Executive Wings.
Dr. M. M. S. Siddhu, Mayor, Lucknow.	Role of a Mayor
Prof. G. Mukharji, Director, Urban Research Centre, Indian Institute of Public Administration, New Delhi.	Inter-Governmental Relation- ship and Preparation of a Town Plan.
Prof. P. N. Masaldan, Head, Department of Political Science, Lucknow University.	(i) Local Government and Democracy. (ii) Organization and Manage- ment.
Sri J. D. Shukla, I.C.S., Member, Board of Revenue, Uttar Pradesh.	Distinguishing Features of Municipal Government.
Sri B. D. Sanwal, I.C.S., Commissioner, Lucknow Division.	Comparative Local Govern- ment.
Sri T.N. Chaturvedi, I.A.S., Joint Director, National Academy of Administration, Mussoorie.	Reforms in Municipal Admini- stration.
Sri K. C. Joshi, I.A.S., Secretary, Local Self- Government Department, U. P. Government, Lucknow.	Central Aid to Local Authori- ties.

12. Four Syndicate Groups were formed on the following subjects:

- (i) Tax Administration.
- (ii) Public Participation in Municipal Administration.
- (iii) New Sources of Local Revenue.
- (iv) Municipal Cadres.

13. Each group prepared the report separately which was discussed before the whole house.

14. During the course the participants were attached to the following departments to observe their working :

*Lucknow Nagar Mahapalika*

- (i) Education
- (ii) Terminal Tax
- (iii) Collection

*Kanpur Nagar Mahapalika*

- (iv) Zonal System.
- (v) Urban Community Development Centre.
- (vi) Workshop.

15. The first course ended on September 26, 1968. Sri B. B. Lal, I.C.S., Chief Secretary, U. P. Government distributed the certificates.

**Second In-service Training Course.**

16. The second course was inaugurated by Sri J. D. Shukla, I.C.S., Chairman, Taxation Enquiry Committee, Uttar Pradesh, Lucknow on October 26, 1968. In all 26 participants, 25 from Uttar Pradesh and one from Bihar attended the course.

17. Some of the distinguished speakers who addressed the trainees were :

<i>Name and Designation</i>	<i>Topics</i>
Sri M. Butt, I.A.S. Administrator, Nagar Mahapalika, Allahabad.	Role of Higher Executives in Municipal Administration.
Dr. Chetkar Jha, Head, Department of Political Science, Patna College, Patna.	Municipal Politics and Pressure Groups.
Sri B. N. Pandey, Ex-Mayor, Allahabad.	Citizen's Participation in Municipal Administration.

*Name and Designation*

Sri Ram Prakash,  
Ex-Deputy Chief Minister,  
Uttar Pradesh, Lucknow.

Sri A. K. Roy,  
Chief Engineer,  
Local Self-Government  
Engineering Department,  
Uttar Pradesh, Lucknow.

Dr. (Smt.) Sushila Nayyar,  
M. P., New Delhi.

Prof. Baljit Singh,  
Head,  
Department of Economics,  
Lucknow University.

Sri R. K. Trivedi, I.A.S.,  
Finance Secretary,  
U. P. Government, Lucknow.

Sri G. L. Shukla, I.A.S.,  
Principal, Lal Bahadur  
Shastri Institute of Public  
Administration, Bhopal (M.P.)

Sri L. P. Verma,  
Examiner, Local Fund  
Accounts, Uttar Pradesh,  
Allahabad.

Sri N. Dandekar,  
M. P., New Delhi.

Col. Brij Mohan,  
Assistant Director,  
Secretariat Training School,  
Government of India,  
Ministry of Home Affairs,  
Ramakrishnapuram,  
New Delhi.

*Topics*

Deliberative and Executive  
Wings.

(i) Re-organisation of Water  
Supply in a developing  
town.

(ii) Drainage and Sewerage  
design for a new town.

Democracy and Municipal  
Government.

Urban Development in Fourth  
Five-Year Plan.

Training in Civil Service.

(i) Welfare Services by Local  
Authorities.

(ii) Social Welfare and Local  
Authorities.

(iii) Reforms in the Municipal  
Government.

Financial control and Delegation.

Management of Public Enterprises.

(i) Work Study as an aid to  
Decision Making.

(ii) Introduction to Method  
Study.

(iii) Material Management.

(iv) Some significant results of  
work study : its sociological  
implications.



<i>Name and Designation</i>	<i>Topics</i>
Sri B. C. Mathur, I.A.S., Director of Training and Joint Secretary, Ministry of Home Affairs, Govern- ment of India, New Delhi.	Training Programme for Civil Servants in Modern Democracies.
Sri P. C. Pande, I.A.S., Secretary, Local Self- Government Department, U. P. Government Lucknow.	State—Local Relations.

18. Four syndicate groups worked on the following subjects :

- (i) Licensing by Local Authorities.
- (ii) Problems of Water Supply.
- (iii) Urban Planning and Local Authorities.
- (iv) Problems of Encroachment.

19. For the purpose of attachment the participants were divided into two groups—one group was sent to Ghaziabad and the other to Allahabad. They were attached to the following departments :

*Ghaziabad Nagar Palika.*

- (i) Preparation and Execution of Ghaziabad Master Plan.
- (ii) Working of Public Works.
- (iii) Health and Sanitation
- (iv) Regulations of Building Operations.
- (v) Octroi.
- (vi) Water Works.
- (vii) Education.

*Allahabad Nagar Mahapalika*

- (viii) Health and Sanitation
- (ix) Encroachment Drive.

20. A discussion on "Lucknow Master Plan" was also organised during this course. It was presided over by the Mayor of Lucknow. The other participants included Sri L. N. Tewari, Chief Engineer, Town and Village Planning Department, U. P. Government, Sri K. P. Singh and Sri U. C. Das Gupta, Associate Town Planners, members of the Development Committee of the Lucknow Nagar Mahapalika and the trainees.

## Conference

21. During the second course a two days' conference on the "Role of Local Authorities in Urban Planning" was organised. It was inaugurated by His Excellency, the Governor Dr. B. Gopala Reddi on December 6, 1968. The conference was attended by Mayors of Lucknow and Agra, Presidents of selected municipal boards of Uttar Pradesh, representatives of the Governments of Uttar Pradesh, Madhya Pradesh and Bihar, representative of the Union Ministry of Health, Family Planning and Urban Development and the Indian Institute of Public Administration, New Delhi. The concluding session of the conference and the course was presided over by Sri B. S. Murthy, Deputy Minister for Health, Family Planning and Urban Development, Government of India, who also distributed the certificates. A list of participants is given in Appendix 'VII'

22. The Conference recommended that :

- (i) Co-operation of economists, sociologists, engineers, doctors, demographers, educators and many others should be secured for urban planning.
- (ii) Too much emphasis on town planning and town planner should be avoided as he only made a synthesis of the things already worked out by other experts.
- (iii) All the plans should be dovetailed and all the units should work in co-ordination with each other.
- (iv) The plans should be prepared according to needs and requirements.
- (v) In urban planning some of the money invested should be earned as profits and ploughed back into the resources. Dependence on loans must be minimised.
- (vi) Process of acquisition of land should be overhauled and a fresh legislation should be undertaken, if necessary.
- (vii) Housing should proceed strictly according to plan and preference be given to the weaker sections of the community. Also it was felt that co-operative societies could do better than the municipal bodies.

## Third In-service Training Course.

23. Sri K. K. Dass, I.C.S., Director, National Academy of Administration, Mussoorie, inaugurated the third course on December 16, 1968. In all, 26 officers participated including two each from Bihar and Madhya Pradesh.

24. During the third training course the notable speakers were :

<i>Name and Designation</i>	<i>Topics</i>
Prof. M.A. Muttalib, Head, Department of Public Administration, Osmania University, Hyderabad (A. P.)	Relationship between Deliberative and Executive Wings.
Sri Triloki Singh, Ex-M. P., Lucknow.	Municipal Administration and the Citizen.
Sri A. K. Roy, Chief Engineer, Local Self-Government Engineering Department, U.P. Lucknow.	Role of Local Self-Government Engineering Department in Urban Development.
Dr. P. D. Kapoor, Ex-Mayor, Lucknow.	Political Parties in Municipal Administration.
Sri S. P. Gupta, Deputy Secretary, Planning Department, U. P. Government, Lucknow.	National Planning and Urban Development.
Sri S. P. Misra, Chief Engineer, Municipal Board, Naini Tal.	(i) Staff Associations in Municipal Administration. (ii) Technical Services in Municipal Administration.
Col. Brij Mohan, Assistant Director, Secretariat Training School, Government of India, New Delhi.	O & M Workshop.
Prof. Baljit Singh, Head, Department of Economics, Lucknow University.	Demographic Basis of Urban Planning.
Prof. M. D. Joshi, Prof. of Public Finance, Department of Economics, Lucknow University.	Financial Administration in Urban Local Bodies.

<i>Name and Designation</i>	<i>Topics</i>
Sri S. M. Jambholkar, Deputy Secretary, Local Self-Government Department Government of Madhya Pradesh, Bhopal.	(i) Centralisation of Services in Madhya Pradesh. (ii) Urbanization and Urban Development in M. P.
Sri U. D. Chaube, Under Secretary, Local Self- Government Dept., Bihar Government, Patna.	Housing and Slum Clearance in Bihar.
Sri P. N. Srivastava, Chief Engineer, P.W.D., U.P. Government, Lucknow.	Role of Public Works Depart- ment in Urban Development.
Prof. B. S. Khanna, Head, Department of Public Admi- nistration, Panjab University, Chandigarh.	(i) Administrative Vitality. (ii) New Township.
Sri V. S. Desikan, Chief Engineer, Nagar Mahapalika, Kanpur.	Housing and Slum Clearance in Uttar Pradesh.
Prof. G. Mukharji, Director (C.M.A.), Indian Institute of Public Administration, New Delhi.	(i) Elements of a City Plan. (ii) Administration of Urban Fringe.
Sir K. S. Sinha, Deputy Secretary L. S. G. Department, U. P. Govt. Lucknow.	Centralisation of Services.

25. Syndicate groups worked on the following subjects :

- (i) Problems of land acquisition.
- (ii) Municipal Markets.
- (iii) Administration of Property tax.
- (iv) Problems of Sanitation.

26. For the purpose of attachment, municipal officers were divided into two groups. One headed by Prof. R. B. Das went to Delhi and the other headed by Prof. D. P. Singh visited Bhopal and Indore.

27. The Delhi team was attached to the following departments :

- (i) Delhi Development Authority.
- (ii) Okhla Sewerage Disposal Plant.
- (iii) Town and Country Planning Organization.
- (iv) National Institute of Health Administration and Education.
- (v) Central Family Planning Institute.

28. The Bhopal/Indore team was attached to the following departments of Bhopal and Indore Municipal Corporations.

*Bhopal*

- (i) General Administration
- (ii) Public Works.
- (iii) Revenue.
- (iv) Water Works.
- (v) Health.
- (vi) Accounts.
- (vii) Municipal Markets.
- (viii) Octroi.

*Indore*

- (ix) Public Relations Office.
- (x) Council Office.
- (xi) Markets and Stores
- (xii) Sanitary and Welfare.

29. The Third and the last course of the year which ended on January 25, 1969 was presided over by Sri S. S. L. Kakkar, I.A.S., Chairman, Vigilance Commission, U. P. Government, Lucknow who also distributed the certificates.

30. The names of the municipal officers who have attended these courses are given in Appendix 'VIII'.

### **Training Courses—An Evaluation**

31. In order to evaluate the training programme, the opinions of the trainees on different aspects of the course were obtained with the help of a structured questionnaire. The trainees were also asked to give their suggestions for improving the present system.

*Number of trainees*

32. The following table will show the number of trainees from the three states :

TABLE I  
*Number of trainees*

States	Courses			Total
	First	Second	Third	
Uttar Pradesh	24	25	22	71
Bihar	..	1	2	3
Madhya Pradesh	2	..	2	4
Total	26	26	26	78

33. It is evident from the above table that there was not adequate response from Bihar and Madhya Pradesh. About 9/10th of the trainees were from Uttar Pradesh alone. In some cases the persons nominated could not join the courses. For example, the Bihar government nominated seven persons for the third course but only two of them turned up. A greater participation by the governments of Bihar and Madhya Pradesh will go a long way to strengthen the Regional Centre. It would be desirable if these governments also ensure that all the nominated persons are relieved to join the training course.

*Attitudes of the local bodies towards the training programme*

34. The participants were asked as to how their names were recommended for the training by the local bodies concerned. In this case the following four situations were visualised :

- (a) The President or the Mukhya Nagar Adhikari himself was keen to send him for the training.
- (b) He approached them and the President or the Mukhya Nagar Adhikari who recommended his name willingly.
- (c) It was only with some difficulty that he got his name recommended.
- (d) The Government nominated him.

35. The following table shows the distribution of the trainees according to the above four situations (*i. e.* A, B, C. & D ) regarding their nominations :

TABLE 2  
*How the trainees were nominated*

Situations	C o u r s e s			Total
	First	Second	Third	
A	7	3	4	14
B	9	7	6	22
C	1	..	.	1
D	7	15	16	38
Total	24 <sup>6</sup>	25 <sup>7</sup>	26	75

36. Most of the Presidents and Mukhya Nagar Adhikaris were reluctant to depute, specially their higher officials like executive officers, assistant engineers etc., for the training course. For example,

6. Two participants could not fill up the questionnaire.

7. One participant could not fill up the questionnaire.

only two out of eight Presidents in the first course were keen to nominate their executive officers. Similarly, only 11 and 12 Presidents in the second and third courses respectively showed their keenness. Through discussions it was revealed that the authorities were reluctant because in the absence of their higher officials they feared, the work of the board might suffer. Hence, greater efforts are required to convince and involve local authorities in programmes of training and research.

#### *Main motive for joining the course*

37. The following table shows the main motives of the participants to the three courses :

TABLE 3

#### *Main motive for joining the course*

Main Motives	Courses			Total
	First	Second	Third	
1. To learn more about municipal administration.	17	15	15	47
2. To get the certificate so that it may be helpful for future promotions.	4	7	6	17
3. To get rid of office work for sometime.	2	3	3	8
4. To visit Lucknow.	1	..	2	3
Total	24	25	26	75

38. It is regrettable that three trainees joined the course mainly for visiting Lucknow. Similarly, eight participants wanted to get rid of office work and had the allurements 'to get a certificate'. However, all of them (belonging to the above three categories) wanted 'to learn more about municipal administration'.

#### *Duration of the course*

39. The trainees were asked "In your opinion, is the present term i.e. six weeks, of the training course...Alright/More/Less"? The following table shows their responses :

TABLE 4  
*Duration of the Course*

Duration	Courses			Total
	First	Second	Third	
1. Alright	10	10	13	33
2. More	1	5	5	11
3. Less	13	10	8	31
Total	24	25	26	75

40. Thus, about 2/5th of the participants were in favour of increasing the present duration. Most of them suggested that it should be eight to twelve weeks.

#### *Composition of the Trainees*

41. The trainees were asked "Are you satisfied with the present composition of the trainees (i. e. from different sectors—executive officer, engineer, education superintendent, lekha parikshak, etc). The following table shows their reactions:

TABLE 5  
*Composition of Trainees*

Responses	Courses			Total
	First	Second	Third	
1. Yes	19	11	21	51
2. No	4	14	5	23
3. No response	1	..	..	1
Total	24	25	26	75

42. More than 2/3rd of the trainees were satisfied with the present system. However, about 1/3rd trainees wanted that different categories of employees should be trained separately. It is significant that more than half of the trainees of the second course wanted this change.

#### *Methods of Training*

##### *43(a) Lecture—Discussion*

Excepting a few trainees all were satisfied with the present distribution of time for lecture (45 minutes) and discussions (30 minutes).

The trainees desired to have a copy of important lectures delivered during the training course.



### *Book Review*

- 44(b) The following table shows the extent of satisfaction with the arrangement of book review :

TABLE 6  
*Extent of satisfaction with Book Review*

Extent of Satisfaction	C o u r s e s			Total
	First	Second	Third	
1. Great extent	12	6	16	34
2. Some extent	7	13	9	29
3. Not at all	5	6	1	12
Total	24	25	26	75

45. It is notable that more than half of the trainees were not satisfied with the programme to a great extent. In their private discussions the trainees admitted that most of them had practically left the reading habit and now found it difficult to devote to a book.

### *Attachments*

- 46(c) In response to a question "To what extent you benefited with the attachment Programme?", the following replies were received :

TABLE 7  
*Extent of benefit with Attachment*

Extent of Benefit	C o u r s e s			Total
	First	Second	Third	
1. Great extent	16	16	22	54
2. Some extent	7	7	4	18
3. Not at all	1	2	..	3
Total	24	25	26	75

47. It is significant that about 2/3rd trainees benefited to a great extent. However, there were three trainees in the first two Courses, who said that they did not benefit at all.

### *Syndicate Reports*

- 48(d) The following table will show the extent of satisfaction with the programme of syndicate reports :

TABLE 8  
*Extent of Satisfaction with Syndicate reports*

Extent of satisfaction	C o u r s e s			Total
	First	Second	Third	
1. Great extent	23	17	23	63
2. Some extent	1	8	3	12
3. Not at all	..	..	..	..
Total	24	25	26	75

49. It is significant that all the participants were satisfied. However, the following suggestions were offered for improving the present arrangements :

- (a) More literature should be made available on the topics selected for syndicate reports and such literature should be circulated among the syndicate members in advance.
- (b) Topics like urban planning, financial and audit administration, improvements in U. P. Municipalities Act, etc. should be selected for syndicate studies.
- (c) More time should be provided for the discussion of the reports.
- (d) More frequent meetings should be held.
- (e) External guides should pay frequent visits to the syndicate meetings.
- (f) Reports should be more brief.

*Lodging and Boarding arrangements*

50(a) *Lodging*

The extent of satisfaction of the participants with the lodging arrangements is shown in the following table :

TABLE 9  
*Extent of Satisfaction with the Lodging*

Extent of satisfaction	C o u r s e s			Total
	First	Second	Third	
1. Great extent	22	13	11	46
2. Some extent	1	10	11	22
3. Not at all	..	1	..	1
4. No Reply	1	1	4	6
Total	24	25	26	75

### 51(b) *Boarding*

All the trainees were required to take their meals etc. in a common mess at the rate of Rs. 7-50p per day in case of first two courses and Rs. 6-00p per day in case of the third course. The following table will show the extent of satisfaction with boarding arrangements :

TABLE 10  
*Extent of Satisfaction with the Boarding arrangements*

Extent of Satisfaction	C o u r s e s			Total
	First	Second	Third	
1. Great extent	5	..	6	11
2. Some extent	13	13	10	36
3. Not at all	5	11	6	22
4. No reply	1	1	4	6
Total	24	25	26	75

52. It is notable that most of the trainees, particularly of the second course, were not satisfied to the desired extent. About 1,3rd trainees were not at all satisfied.

53. The boarding arrangements presented a perpetual difficulty for our staff. A greater appreciation of the problems of a common mess would be necessary on the part of the trainees.

### *General Satisfaction*

54. Almost all the trainees felt that they had greatly benefited by the training. Below are given some of the answers which the trainees gave in response to the question 'in what respects they had been benefited by this training':

- (i) 'Our outlook has widened'.
- (ii) 'We feel richer in knowledge regarding various aspects of municipal administration'.
- (iii) 'We are now in a better position to deal with the deliberative wing'.
- (iv) 'We have learnt some basic concepts of municipal administration'.
- (v) 'We learnt many things from our colleagues through exchange of ideas'.
- (vi) 'Now we are better equipped to do our job'.

### *Suggestions for improvements*

55. Trainees made following suggestions for the improvement of courses :

- (i) More guest speakers from Bihar and Madhya Pradesh should be invited.
- (ii) Copies of lectures should be supplied to trainees.
- (iii) More books on Indian local problems should be acquired in the Library.
- (iv) Examinations should be taken in the final week of training course to assess the performance of trainees.
- (v) Reports of each course should be sent to municipalities/corporations
- (vi) One hour should be allotted daily to discuss the Acts and Adhiniyams.
- (vii) Views of trainees on various problems should be ascertained and sent to Government for consideration.
- (viii) More members from the deliberative wing should be invited for lectures.
- (ix) There should be more seminars on various topics.
- (x) The training should be compulsory for all the officers of centralised cadre.
- (xi) Members of the deliberative wing should also be given some orientation.
- (xii) Duration of course should be increased.
- (xiii) Members of the Institute Staff should visit the local bodies
- (xiv) Some refresher course should also be arranged.
- (xv) Impression about the performance of each trainee should be sent to their respective local bodies.
- (xvi) Every trainee should be asked to give a statement as to what new experiments he wants to introduce in his local body when he goes back after the training.
- (xvii) Promotion and increments should be given to trainees after completing the course satisfactorily.
- (xviii) One or two municipal officers should be attached with the Centre on deputation.

## Seminar

56. The supply of drinking water has failed to keep pace with the increasing demand of water in the urban areas mainly due to poor management and paucity of funds. To highlight various related problems a seminar on 'Problems of Management and Financing of Water Supply in Urban Areas of Bihar, Madhya Pradesh and Uttar Pradesh' is to be held on 26th, 27th and 28th February, 1969. Mayors, presidents of municipal boards, senior executive officers, water works engineers and the officials of Local Self-Government Department representing all the three states have been invited to attend the seminar. Besides, academicians, civil servants, representatives of international agencies like WHO have also been invited.

## Hostel Arrangements

57. The Centre has no accommodation of its own. Therefore, the government of Uttar Pradesh has been requested to provide necessary funds for the construction of a 'Trainees' Hostel'. Since the hostel facilities were necessary, we took 26 rooms in the M. M. S. Birla Hall, Moti Mahal, Lucknow and entered into an agreement with the Motilal Memorial Society<sup>9</sup> on the following terms and conditions:

- (i) Rent for each room will be Rs. 20/- p. m. excluding electricity and fan charges.
- (ii) Electric charges will be on the basis of actual consumption.
- (iii) Fan rent will be Rs. 4/- p.m. per room when used.
- (iv) Room rent will be payable for all the 12 months of the year.

58. To meet out the above expenditure, the government of Uttar Pradesh has authorised the Centre to collect room rent from the trainees @Rs. 3/5 per day<sup>10</sup>.

59. The Advisory Committee, in its meeting on August 30, 1968, authorised the opening of a current account in the Hindustan Commercial Bank Ltd., Hazratganj, Lucknow in the name of "Regional Centre for Research and Training in Municipal Administration". Dr. R. B. Das, Director of the Centre, was authorised to operate the accounts singly and it has been opened since.

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8. Letter No. 21316 dated July 19, 1968 from the Registrar, Lucknow University, Lucknow to the Secretary, Department of Local Self-Government, Government of U. P., Lucknow.

9. Our letter No. URC/711-A/19/68, dated July 18, 1968.

10. Our letter No. URC/469/Main/68, dated April 24, 1968.

### **Contributions by Local Bodies**

60. During the period of Conference (December 6 & 7, 1968), it was decided that we should approach the various local bodies in the State to make some contributions to the Regional Centre for meeting out its increasing responsibilities. Accordingly, an appeal was issued and we have received a good response. Towards this end, the Nagar Palika, Lalitpur, District Jhansi has already donated a sum of Rs. 500/- and others are processing their papers.

### **Research Programmes**

The research staff is engaged in completing the following research projects sanctioned by the Research Programmes Committee, Planning Commission, Government of India and the University Grants Commission:—

- (i) Organisation and Working of Select Utility Services and the Level of Satisfaction among the Citizens of Lucknow Municipal Corporation—A Case Study.
- (ii) Second Municipal Elections in the KAVAIL towns of Uttar Pradesh.
- (iii) Working of Municipal Corporations in Uttar Pradesh.

### **Publications**

61. The Centre has so far published one booklet on "Training in Municipal Administration"<sup>11</sup>. The volume on "Local Authority and Urban Planning", incorporating the proceedings and background papers of the Conference of December 6 and 7, mentioned in para 21, is under print with the Asia Publishing House, Bombay. It is expected to be out by the end of the current financial year. Another number "Urban Demography in the States of Bihar, Madhya Pradesh and Uttar Pradesh" will be published by the middle of March, 1969. The proceedings and the papers contributed to the Seminar on "Problems of Management and Financing of Water Supply in Urban Areas of Bihar, Madhya Pradesh and Uttar Pradesh" will also be published with in the current financial year.

We gratefully acknowledge the cooperation and help extended to us by the officials and non-officials of the constituent states of the region for our programmes.

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11. Published by the Institute of Public Administration, Lucknow University, Volume I, 1968.

## APPENDICES

## APPENDIX I

### Regional Centre for Research and Training in Municipal Administration, Department of Public Administration Lucknow University

#### BUDGET PROPOSAL FOR THE YEAR 1967-68

I	Establishment	
	(a) Training, Research and Office Staff	} Rs. 400 00
	(b) Dearness, Provident Fund Contribution and other admissible allowances	
II	Furniture & Equipment (Office furniture, typewriter, hot and cold weather charges, duplicator, projector, calculating machine, tape recorder. etc.)	Rs. 15,000 00
III	Seminars, Conferences, Training Course, Research Projects and Meetings, (Honorarium, Travelling and other expenses, including entertainment)	Rs. 3,000 00
IV	Books, Journals and Periodicals, Printing and Stationery (Purchase and Maintenance)	Rs. 12,500 00
V	Miscellaneous (Electricity, Telephone, Postage and other unforeseen expenses)	Rs. 2,100 00
		<hr/> Rs. 33,000 00

Sd/—R. B. DAS

*Secretary,*

Advisory Committee and Professor  
and Head, Department of Public  
Administration, Lucknow  
University, Lucknow

Sd/—K. C. JOSHI

*Chairman,*

Advisory Committee and  
Secretary, Local Self-Government  
Dept., U. P. Government,  
Lucknow



# APPENDIX I (contd.)

## DETAILS OF THE BUDGET FOR THE YEAR 1968-69

I (A) Establishment			
(i)	Professor	One ...	Rs. 9,350/-
(ii)	Lecturer	One ...	Rs. 3,400/-
(iii)	Research Associate	One ...	Rs. 3,600/-
(iv)	Investigators	Two ...	Rs. 6,000/-
(v)	Administrative Officer	One ...	Rs. 2,400/-
(vi)	Clerks	Two ...	Rs. 3,360/-
(vii)	Janitor-cum-Peon	One ...	Rs. 960/-
			Rs. 29,070 00
(B) Dearness allowance and Provident Fund contribution			
			Rs. 5,000 00
II Furniture and Equipment			
			Rs. 100 00
III Seminars, Training Courses, Research Project, etc.			
(i)	Seminar		Rs. 3,000/-
(ii)	Field Cost & Overhead		Rs. 5,000/-
(iii)	Honorarium to Programme Advisors & Guest Speakers		Rs. 6,000/-
			Rs. 14,000 00
IV Books Journals, Printing and Stationary			
			Rs. 5,000 00
V Miscellaneous			
			Rs. 1,000 00
			<hr/> Rs. 54,170 00 <hr/>

Sd/—R. B. DAS,

Secretary,

Advisory Committee and Professor & Head, Department of Public Administration, Lucknow University, Lucknow

Sd/—K. C. JOSHI

Chairman

Advisory Committee, and Secretary Local Self-Government Dept., U. P. Government, Lucknow

## APPENDIX II

### Revised Budget for the Year 1968-69

#### I Establishment

(i) 1.	Professor	.. One	Rs. 4,950	00
	Grade 1100-50-1300-60-1600			
	(October 16 to February			
	paid in March, 1969)			
2.	Lecturer	.. One	Rs. 1,600	00
	Grade 400-40-800-50-950			
	(November to February			
	paid in March, 1969)			
3.	Research Officer	.. One	Rs. 1,600	00
	Grade 400-40-800-50-950			
	(November to February			
	paid in March, 1969)			
4.	Research Associate	.. One	Rs. 1,200	00
	Grade 300-25-500			
	(November to February			
	paid in March, 1969)			
5.	Investigators	.. Two	Rs. 2,435	48
	Grade 250-20-350-25-400			
	(October 5 to February			
	paid in March, 1969)			
6.	Editorial Assistant	.. One	Rs. 1,000	00
	Grade 250-15-400-25-500			
	(November to February			
	paid in March, 1969)			
7.	Administrative Officer	.. One	Rs. 2,200	00
	Grade 200-15-275-15-350-20-450			
	(March paid in April, 1968 to			
	February paid in March, 1969)			
8.	Clerks	.. Two	Rs. 1,345	82
	Grades 160-8-200-10-260-12-320			
	& 120-6-150-6-180-10-230-10-250			
	(October 7 to February			
	paid in March-1969)			

Carried Over ... Rs. 16,331 30

# APPENDIX II (contd.)

	Brought Forward ...	Rs. 16,331	30
9.	Janitor-cum-Peon— Grade 80-3-160 (March paid in April 1968 to February paid in March 1969).	One ... Rs.	880 00
(ii)	Dearness Allowance and Provident Fund Contribution etc.		Rs. 6,000 00
II	Furniture & Equipment for the Hostel		Rs. 1,000 00
III	Seminars, Training Course, Research Projects etc.		
(i)	Seminar	2,500 00	} (including Entertain- ment.
(ii)	Training Course	3,500 00	
(iii)	Field Cost and Overhead	3,000 00	
(iv)	Honorarium to Guest Speakers	5,500 00	
			Rs. 14,500 00
IV	Books, Journals, Publication and Printing and Stationery etc.		
(i)	Books and Jour- nals	3,000 00	}
(ii)	Publication of reports	5,000 00	
(iii)	Printing and Stationery	2,300 00	
			Rs. 10,300 00
V	Miscellaneous (Postage, Telephone, Electricity and other unforeseen charges).		
			Rs. 1,000 00
	Total ...	Rs. 50,011	30
	Or Say ...	Rs. 50,000	00

Sd/- R. B. DAS,  
Professor and Head,  
Department of Public  
Administration and  
Director of the Centre.

Sd/- P. C. PANDE,  
Chairman Advisory Committee and Secretary,  
Local Self-Government Deptt.  
Uttar Pradesh,  
LUCKNOW.

APPENDIX III  
LIST OF STAFF UNDER THE CENTRE

Serial No.	Designation	Date of appointment
1. Dr. R. B. Das M.A., Ph.D., D.P.A. (Oxon) M.A. (Syracuse)	Director	
2. Dr. D. P. Singh, M.A., LL.B., Ph.D.	Professor	October 28, 1968
3. Sri M. S. Verma, M.Sc., M.A.	Lecturer	December 26, 1968
4. Dr. K. Sreeram, M.A., Ph.D.	Research Officer	January 23, 1969
5. Sri S. N. Singh, M.A. (Pol.Sc.) M.A. (Pub. Adm.)	Research Associate	November 1, 1968
6. B. S. Sudhakar M.A. (on Deputation for the State Government).	Research Associate	February 19, 1968
7. Sri A. B. Singh, M.A., LL.B., D.P.A.	Research Investigator	October 5, 1968
8. Sri Karunesh Chandra, M.A.	--do--	October 5, 1968
9. Sri S. N. Agarwal, B.Com., LL.B.	Editorial Assistant	November 16, 1968
10. Sri N. N. Sinha, M.A.	Administrative Officer	March 1, 1968
11. Sri R. M. Chakravartty	Clerk	October 7, 1968
12. Sri N. G. Sinha, M.Com.	Clerk	October 7, 1968
13. Sri S. M. Giri	Janitor-cum-Peon	March 1, 1968

## APPENDIX IV

**PUBLIC ADMINISTRATION DEPARTMENT, LUCKNOW UNIVERSITY, LUCKNOW**

Statement of Receipts and Payments for the Establishment of Regional Training and Research Centre in Municipal Administration for the Year 1967-68.

	RECEIPTS		PAYMENTS	
	Amount			
	Rs.	P.		Rs. P.
GRANTS-IN-AID FROM :—				
Government of India, Ministry of Health, Family Planning and Urban Development (Department of Health) vide their letter No. F. 11-3/67-LSG dated 30th January, 1968.			I Furniture and Equipment etc.	15,000 00
			II Seminar and Conference Expenses	3,000 09
			III Books, Journals and Stationery	12,500 00
			IV Miscellaneous Expenses	2,078 86
			Closing Balance with the Treasurer, Lucknow University, Lucknow	421 14
RECEIVED on 26th March, 1968	..	33,000 00		
Total	..	33,000 00		33,000 00

**AUDITOR'S REPORT**

Having examined the statement with the Books of Account, Vouchers and Correspondence shown by the Treasurer, Lucknow University, Lucknow, we report as under :—

- (a) That the above statement shown is a true and correct view of the Receipts and Payments according to the vouchers, information and explanations rendered to us by the Treasurer, Lucknow University, Lucknow, and
- (b) That the total amount of grant of Rs. 33,000-00 (leaving a closing balance of Rs. 421-14) was utilised by the Regional Training and Research Centre in Municipal Administration conducted in Public Administration Department, Lucknow University, Lucknow for the purposes, it was sanctioned by the Government of India, Ministry of Health.

Sd/- R. B. DAS,  
*Prof. and Head,*  
Deptt. of Pub. Adm.  
Lucknow University.

Sd/- R. S. PANDEY,  
*Assistant Registrar Accounts,*  
Lucknow University.

Sd/- P. C. MITAL  
*Registrar,*  
Lucknow University.

Sd/- AMANAT SHAH,  
M Com.; LL.B., A.C.A.  
*Chartered Accountants,*  
30-12-68.

## APPENDIX V

### UTILISATION CERTIFICATE

Certified that out of the grant-in-aid of Rs. 33,000.00 sanctioned in the Ministry of Health, Family Planning and Urban Development letter No. F. 11-3/67-LSG dated the 30th January, 1968 during the year 1967-68 to the Registrar, University of Lucknow, Lucknow a sum of Rs. 32,578-86 has been utilised for the purpose for which it was sanctioned during that year. The closing balance of Rs. 421-14 with the Treasurer of the University will be adjusted against the grant-in-aid payable during 1968-69.

Certified that I have satisfied myself that the conditions on which the grant was sanctioned, have been duly fulfilled and that I have exercised the following checks to see that the money was actually spent for the purpose for which it was paid.

#### **Kinds of check exercised :**

- (a) Utilisation Certificate from the Director of the Centre.
- (b) An audited statement of accounts of the Centre for the year 1967-68.

Sd/- B. M. LAL  
*Under Secretary.*

## APPENDIX VI

### LIST OF PARTICIPANTS WHO ATTENDED THE SEMINAR

( March 26, 1968 )

- |                          |   |
|--------------------------|---|
| 1. Prof. A. Avasthy      | ... Saugor University.  |
| 2. Prof. B. S. Khanna    | ... Panjab University, Chandigarh.  |
| 3. Sri C. B. Rao         | ... Ex-Mayor, Allahabad   |
| 4. Sri Deva Raj          | ... Officer on Special Duty, Union Ministry of Health, Family Planning and Urban Development. |
| 5. Sri D. N. Khanna      | ... Executive Officer, Municipal Board, Faizabad.   |
| 6. Dr. D. P. Singh       | ... Lucknow University.   |
| 7. Prof. G. Mukharji     | ... Indian Institute of Public Administration, New Delhi.                                     |
| 8. Prof. K. C. Joshi     | ... Secretary, Local Self-Government Department, U. P.  |
| 9. Sri K. S. Sinha       | ... Deputy Secretary, Local Self-Government Department, U. P.                                 |
| 10. Sri L. N. Tewari     | ... Chief Engineer, Town and Village Planning Department, U. P.                               |
| 11. Prof. M. A. Muttalib | ... Osmania University, Hyderabad.  |
| 12. Sri N. P. Bhatnagar  | ... Executive Officer, Municipal Board, Gorakhpur.  |
| 13. Sri Prakash Kishen   | ... Administrator, Nagar Mahapalika, Agra.  |
| 14. Prof. R. B. Das      | ... Lucknow University.   |
| 15. Sri Rameshwar Das    | ... President, Municipal Board, Mathura   |
| 16. Sri R. Pollock       | ... Ford Foundation, New Delhi.   |
| 17. Sri Sain Das         | ... President, Municipal Board, Meerut.   |
| 18. Sri S. N. Mehrotra   | ... Administrator, Nagar Mahapalika, Lucknow.   |
| 19. Sri S. K. Sarkar     | ... Administrator, Nagar Mahapalika, Varanasi.  |

## APPENDIX VII

### LIST OF PARTICIPANTS WHO ATTENDED THE CONFERENCE

( December 6-7, 1968 )

- |                             |  |
|-----------------------------|--|
| 1. Sri Deva Raj             | ... Officer on Special Duty, Ministry of Health, Family Planning and Urban Development, Government of India. |
| 2. Sri P. C. Pandey         | ... Secretary, Local Self-Government Dept., Uttar Pradesh.   |
| 3. Sri L. N. Tewari         | ... Chief Town Planner, Uttar Pradesh.   |
| 4. Sri K. P. Singh          | ... Associate Planner, Town & Country Planning Department, Uttar Pradesh.                                    |
| 5. Sri K. S. Sinha          | ... Deputy Secretary, Local Self-Government Dept., Uttar Pradesh.  |
| 6. Sri K. N. Singh          | ... Deputy Secretary, Local Self-Government Dept., Uttar Pradesh.  |
| 7. Prof. G. Mukharji        | ... Director (CMA), Indian Institute of Public Administration, New Delhi.                                    |
| 8. Dr. M. M. S. Siddhu      | ... Mayor, Lucknow.  |
| 9. Sri Kalya Das Jain       | ... Mayor, Agra.   |
| 10. Sri K. C. Jain          | ... Assistant Commissioner, Municipal Corporation, Indore (M. P.)  |
| 11. Sri R. C. Saxena        | ... Administrator, Municipal Corporation, Gwalior (M. P.)  |
| 12. Sri Ram Prasad Sone     | ... Deputy Mayor, Agra.  |
| 13. Sri Sheo Narain Jaiswal | ... Chairman, Municipal Board, Ranchi.   |
| 14. Sri P. C. Tyagi         | ... Executive Engineer & P.A. (P) to Chief Engineer, LSGED., Uttar Pradesh.                                  |
| 15. Sri Mangal Kiran Jain   | ... President, Municipal Board, Saharanpur.  |
| 16. Sri A. K. Srivastava    | ... Acting President, Municipal Board, Gorakhpur.  |
| 17. Sri Sain Das Jain       | ... President, Municipal Board, Meerut.  |
| 18. Sri B. M. S. Yadav      | ... Executive Officer, Municipal Board, Ranchi (Bihar).  |
| 19. Sri B. P. Azad          | ... Ranchi Municipal Board (Bihar).  |



# APPENDIX VII (*contd.*)

20. Sri A. K. Srivastava ... Officer Incharge, Municipal Board, Aligarh.
21. Sri Kishori Lal Agarwal ... Member, Development Committee, Nagar Mahapalika, Lucknow.
22. Sri T. N. Tripathi ... Member, Development Committee, Nagar Mahapalika, Lucknow.
23. Sri B. D. Baijal ... Vice-Chairman, Development Committee, Nagar Mahapalika, Lucknow.
24. Sri Shahid Husain Rizvi ... Member, Development Committee, Nagar Mahapalika, Lucknow.
25. Sri Shiva Nand Sharma ... Member, Municipal Board, Meerut.

## APPENDIX VIII

### LIST OF PARTICIPANTS WHO HAVE ATTENDED THE COURSES IN MUNICIPAL ADMINISTRATION

#### **First In-Service Course**

- |     |                            |   |
|-----|----------------------------|---|
| 1.  | Sri Shiv Sharan Lal Shukla | Education Superintendent, Municipal Board, Etawah.                          |
| 2.  | Sri H. S. Jain             | ... Executive Officer, Municipal Board, Shahabad.                           |
| 3.  | Sri Narendra Bahadur Singh | Executive Officer, Municipal Board, Biswan.                                 |
| 4.  | Sri Vijay Kumar Singh      | ... Education Superintendent, Municipal Board, Maunath Bhanjan, (Azamgarh). |
| 5.  | Sri C. K. Jain             | ... Lekha Parikshak, Nagar Mahapalika, Agra.                                |
| 6.  | Sri K. N. Kapoor           | ... Executive Officer, Municipal Board, Tanda (Faizabad).                   |
| 7.  | Sri Qamaruddin Siddiqui    | Sahayak Nagar Adhikari, Municipal Corporation, Agra.                        |
| 8.  | Sri Ramjeet Singh          | ... Chief Municipal Officer, Municipal Board, Muraina (M.P.)                |
| 9.  | Sri Jagdish Chandra Dube   | Secretary, Municipal Board, Mangalore.                                      |
| 10. | Sri Narendra Swaroop       | ... Anubhagiya Adhikari, Nagar Mahapalika, Kanpur.                          |
| 11. | Sri R. S. Trivedi          | ... Education Superintendent, Municipal Board, Unnao.                       |
| 12. | Sri Uma Shanker Srivastava | Education Superintendent, Municipal Board, Faizabad.                        |
| 13. | Sri R. S. Srivastava       | ... Executive Officer, Municipal Board, Bahraich.                           |
| 14. | Sri Hazari Lal Shukla      | ... Lekha Parikshak, Nagar Mahapalika, Kanpur.                              |
| 15. | Sri Shanker Lal Jaiswal    | ... Lekha Parikshak, Nagar Mahapalika, Kanpur.                              |
| 16. | Sri S. C. Srivastava       | Lekha Parikshak, Nagar Mahapalika, Allahabad.                               |

### APPENDIX VIII (contd.)

- |     |                            |   |
|-----|----------------------------|---|
| 17. | Sri Rupesh Kumar Jaiswal   | Assistant Engineer, Nagar Mahapalika, Agra.               |
| 18. | Sri Shiva Prasad Garga ..  | Executive Officer, City Board, Moradabad.                 |
| 19. | Sri Prem Shanker Misra ..  | Education Superintendent, Municipal Board, Azamgarh.      |
| 20. | Sri K. C. Misra ..         | Sahayak Nagar Adhikari, Lucknow Nagar Mahapalika.         |
| 21. | Sri C. M. Pawar ..         | Chief Municipal Officer, Municipal Board, Shajapur (M.P.) |
| 22. | Sri Mewa Ram Bajpai ..     | Executive Officer, Municipal Board, Auraiya (Etawah).     |
| 23. | Sri Saran Behari Saxena .. | Tax Superintendent, City Board, Moradabad.                |
| 24. | Sri Mohd. Zinda Hasan ..   | Executive Officer, Municipal Board, Mawana.               |
| 25. | Sri Om Prakash Saxena ..   | Octroi Superintendent, Municipal Board, Meerut.           |
| 26. | Sri S C. Tripathi ..       | Secretary, Municipal Board, Bindki.                       |

#### **Second In-Service Course**

- |     |                          |  |
|-----|--------------------------|--|
| 27. | Sri Sikandar Ali Khan .. | Executive Officer, Municipal Board, Sandila.           |
| 28. | Sri Prem Nath Sinha ..   | Assistant Engineer, Nagar Mahapalika, Kanpur.          |
| 29. | Sri B. L. Yagnik ..      | Tax Superintendent, Municipal Board, Ferozabad.        |
| 30. | Sri K. L. Satyarthi ..   | Secretary, Municipal Board, Sandi.                     |
| 31. | Sri Abdul Aziz Khan ..   | Tax Superintendent, Municipal Board Khurja.            |
| 32. | Sri Ram Mahesh Yadava .. | Education Superintendent, Municipal Board, Gopda.      |
| 33. | Sri V. S. Jauhari ..     | Chief Sanitary Inspector, Municipal Board, Rampur.     |
| 34. | Sri Avadhesh Prasad ..   | Executive Officer, Municipal Board, Roorkee.           |
| 35. | Sri Mahendra Nath Misra  | Executive Officer, Municipal Board, Gola Gokaran Nath. |

### APPENDIX VIII (contd.)

- |     |                           |   |
|-----|---------------------------|---|
| 36. | Sri Laxmi Narain          | .. Secretary, Municipal Board, Ganj Dundwara.             |
| 37. | Sri K. K. Malik           | .. Executive Officer, Municipal Board, Deoband.           |
| 38. | Sri Vishnu Swaroop Saxena | Education Superintendent, Municipal Board, Hardoi.        |
| 39. | Sri C. K. Asthana         | .. Sanitary Inspector, Municipal Board Etawah.            |
| 40. | Sri Jai Prakash Mittal    | .. Education Superintendent, Municipal Board, Shamli.     |
| 41. | Sri B. R. Swaroop         | .. Lekha Parikshak, Nagar Mahapalika, Agra.               |
| 42. | Sri N. K. Paul            | .. Overseer, Municipal Board, Gorakhpur.                  |
| 43. | Sri H. P. Saxena          | .. Sahayak Abhiyanta, Nagar Mahapalika, Lucknow.          |
| 44. | Sri Ram Ratan Shukla      | .. Sahayak Nagar Adhikari, Nagar Mahapalika, Varanasi.    |
| 45. | Sri R. N. Nigam           | .. Tax Superintendent, Nagar Mahapalika, Kanpur.          |
| 46. | Sri Babu Ram Sharma       | .. Sahayak Abhiyanta, Nagar Mahapalika, Kanpur.           |
| 47. | Sri Chandra Nand Pandey   | Executive Officer, Municipal Board, Katihar (Bihar).      |
| 48. | Sri K. K. Saxena          | .. Sanitary Inspector, Municipal Board, Hardoi.           |
| 49. | Sri T. P. Pandey          | .. Chief Sanitary Inspector, Nagar Mahapalika, Allahabad. |
| 50. | Sri Nain Prakash Sharma   | Executive Officer, Municipal Board, Sahaswan.             |
| 51. | Sri Virendra Prasad       | .. Executive Officer, Municipal Board, Mahoba, Hamirpur.  |
| 52. | Sri B. S. Sudhakar        | .. Executive Officer, Municipal Board, Balrampur, Gonda.  |

#### **Third In-service Course**

- |     |                      |   |
|-----|----------------------|---|
| 53. | Sri Neelamber Pandey | .. Executive Officer, Municipal Board, Aonla. |
|-----|----------------------|---|

# APPENDIX VIII (contd.)

54.	Sri J. P. Gupta	...	Sanitary Inspector Municipal Board, Deoband.
55.	Sri Abdul Bari	...	Executive Officer, Municipal Board, Hasanpur.
56.	Sri Ziaul Hasan	...	Education Superintendent, Municipal Board, Basti.
57.	Sri Gauri Shanker Sharma		Shahayak Nagar Adhikari, Nagar Mahapalika, Kanpur.
58.	Sri Ganesh Shanker Shukla		Lekha Parikshak, Nagar Mahapalika, Kanpur.
59.	Sri S. C. Bansal	...	Executive Officer, Municipal Board, Dhampur.
60.	Sri K. D. Makhijani	...	Chief Sanitary Inspector, Municipal Board, Gorakhpur.
61.	Sri Rajeshwari Prasad	...	Education Superintendent, Municipal Board, Barabanki.
62.	Sri H. N. Dubey	...	Shahayak Abhiyanta, Nagar Mahapalika, Kanpur.
63.	Sri Ram Chandra Verma	...	Executive Officer, Municipal Board, Ujhani.
64.	Sri M. C. Mehta	...	Education Superintendent, Municipal Board, Hardwar.
65.	Sri Ram Prasad Sinha	...	Secretary, Municipal Board, Colonelganj.
66.	Sri J. N. Sinha	...	Lekha Parikshak, Nagar Mahapalika, Lucknow.
67.	Sri Y. N. Srivastava	...	Chief Sanitary Inspector, Municipal Board, Sitapur.
68.	Sri J. S. Saxena	...	Education Superintendent, Municipal Board, Sikandrabad.
69.	Sri Vidya Nath Tewari	...	Anubhagiya Adhikari, Nagar Mahapalika, Kanpur.
70.	Sri G. B. Mathur	...	Executive Officer, Municipal Board, Hathras.
71.	Sri B. K. Bharthare	...	Chief Municipal Officer, Municipal Board, Khilchipur (M.P.)
72.	Sri K. P. S. Sisodia	...	Chief Municipal Officer, Municipal Board, Dewas (M.P.)

# APPENDIX VIII (contd.)

- |     |                        |   |
|-----|------------------------|---|
| 73. | Sri Madan Mohan Prasad | Deputy Collector and Executive Officer, Hazaribagh Mines Board, Hazaribagh (Bihar). |
| 74. | Sri K. K. Prasad       | ... Deputy Collector and Assessment Officer, Patna Municipal Board, Patna (Bihar).  |
| 75. | Sri Karan Singh        | ... Education Superintendent, Municipal Board, Pilkhuwa.                            |
| 76. | Sri Bhan Prakash Garg  | ... Sanitary Inspector, Municipal Board, Khurja.                                    |
| 77. | Sri Jai Kumar Verma    | ... Sanitary Inspector, Municipal Board, Chandausi.                                 |
| 78. | Sri Manik Prakash      | ... Chief Sanitary Inspector, Nagar Mahapalika, Agra.                               |