

REGIONAL CENTRE FOR RESEARCH AND  
TRAINING IN MUNICIPAL ADMINISTRATION

**ANNUAL  
ADMINISTRATION REPORT  
1972 - 73**



DEPARTMENT OF PUBLIC ADMINISTRATION  
UNIVERSITY OF LUCKNOW

INDIA

## ADVISORY COMMITTEE

- |                          |   |
|--------------------------|---|
| 1. Secretary             | Local Self-Government Department, Government of Uttar Pradesh (Chairman)  |
| 2. Dean                  | Faculty of Arts, Lucknow University.  |
| 3. Director              | Indian Institute of Public Administration, New Delhi.   |
| 4. Secretary             | Local Self-Government Department (Urban) Madhya Pradesh, Bhopal.  |
| 5. Secretary             | Local Self-Government Department, Bihar, Patna.   |
| 6. Mukhya Nagar Adhikari | Lucknow Nagar Mahapalika (Nominee of the State Govt.)   |
| 7. Nominee               | Government of India, Ministry of Health, F. P. & U. D. New Delhi.   |
| 8. Prof. D. P. Singh     | Professor in the Centre.  |
| 9. Prof. R. B. Das       | Professor and Head of the Department of Public Administration, Lucknow University and Director of the Centre (Member-Secretary) |

The fifth annual report of the activities of the Regional Centre for Research & Training in Municipal Administration set up by the Ministry of Health, Family Planning, Government of India, relates to the period 1972-73. The Centre has completed five years of its existence.

### **Director**

Dr. R. B. Das, Professor & Head, Department of Public Administration continued as its Director and Member-Secretary of the Advisory Committee.

### **Chairman, Advisory Committee**

Sri M. U. Ahmad, Commissioner cum-Secretary to the Government of Uttar Pradesh, Department of Local Self-Government became the Chairman of the Advisory Committee from August 1972 after the transfer of Sri S. N. Verma as Mukhya Nagar Adhikari, Agra, Uttar Pradesh.

Dr. P. N. Masaldan, Dean, Faculty of Arts and a member of the Advisory Committee joined Jodhpur University, Rajasthan, as Vice-Chancellor. In his place Prof. Baljit Singh, Head of the Department of Economics and the new Dean, became the new member. Sri S. M. Mushfique, Mukhya Nagar Adhikari, Lucknow Municipal Corporation was succeeded by Sri S. K. Chowdhury.

### **Training Programmes**

During the year under review, three training courses were organised.

The first course of the year and 12th in the series was inaugurated by Sri S. N. Verma, Secretary to the Government of Uttar Pradesh, Department of Local Self-Government on April 26, 1972. Its closing function on May 21th, 1972 was presided over by Sri T. P. Tewari, Secretary to Government of Uttar Pradesh, Department of Planning. The Course was attended by ten municipal officers.

The second training course of the year and 13th in the series was inaugurated on September 27, 1972 by Sri K. K. Dass, Secretary to Government of India, Ministry of Health, Family Planning & Urban Development. The closing function held on November 2, 1972 was presided over by Sri Raja Ram Singh, Minister for Local Self-Government, Madhya Pradesh. The course was attended by 20 newly recruited municipal officers of Uttar Pradesh and two nominees of Orissa Government.

The third training course and 14th in the series was inaugurated by Sri Beni Singh Awasthi, Minister for Local Self-Government, Uttar Pradesh on December 14, 1972. The valedictory address was delivered by Dr. Gopal Tripathi, Vice-Chancellor, Lucknow University on January 19, 1973. The Course was attended by nine municipal officers. Two officers from Nepal were deputed by the Government of India to receive practical training in the working of Local Government Institutions in the State.

The names of the municipal officers of the above three training courses are given in Appendix 'I'.

### **Orientation Courses for the Non-Officials**

The Centre organised a two-weeks' Orientation Course for elected representatives of the municipal boards of Uttar Pradesh. The Course was inaugurated by Sri Beni Singh Awasthi, Minister for Local Self-Government, Uttar Pradesh on August 21, 1972. Its closing function was presided over by Sri Jagdish Saran Agarwal, Chairman, Uttar Pradesh Housing and Development Board on September 2, 1972. It was attended by ten elected representatives. The names of the participants are given in Appendix 'II'.

### **Conference**

At the end of the fourteenth training course, a two-days' Conference on "Statutory Agencies for Urban Development" was organised. The Conference was inaugurated by Sri Beni Singh Awasthi, Minister for Local Self-Government, Government of Uttar Pradesh on January 21, 1973.

The Conference was attended by officials and non-officials apart from the trainees of the fourteenth training course. The names of the participants of the Conference are given in Appendix 'III'.

### **Training Programme : An Evaluation**

During the short period of its existence, the Centre organised fourteen In-service Training Courses and one Orientation Course for the elected representatives of the Urban Local Bodies. In all 260 municipal officers from the participating states have been trained in these courses. Considering that more than 1600 personnel of centralised services are working in Uttar Pradesh alone, only 217 have been trained. The matter received active consideration by the Advisory Committee in its meeting on December 8, 1972. It was decided that the respective Governments may be requested to send more trainees to the courses so that the existing training facilities may be fully utilised. It was also resolved by the Committee that 'Training' should be treated as an additional qualification at the time of promotion to different posts.

These courses have been attended by the personnel of Administrative Engineering, Education, Health, Audit and Accounts Services.

The number of trainees from the participating states in these courses are given below :—

State	No. of participants in these Courses				Total
	1-11th	12th	13th	14th	
Uttar Pradesh	171	6	20	5	202
Bihar	17	..	..	..	17
Madhya Pradesh	29	3	..	4	36
Orissa	..	1	2	..	3
Nepal	..	..	..	2	2
Total :—	217	10	22	11	260

## **Attachment**

The trainee officers were sent for attachment to the following places :—

1. 12th Training Course : Calcutta
2. 13th Training Course : Delhi
3. 14th Training Course : Bombay

The participants of the 12th Training Programme studied the working of Calcutta Metropolitan Development Authority and Calcutta Metropolitan Planning Organisation. During the 13th Training Course, the participants were attached to (1) Delhi Development Authority, (2) New Delhi Municipal Committee ; and (3) Delhi Municipal Corporation. The officers of the 14th Training Programme saw the working of the Bombay Municipal Corporation and All India Institute of Local Self-Government. All the participants of the three courses submitted their reports individually.

## **Syndicate Reports**

The trainees were required to prepare syndicate reports based on their study, mutual discussion etc. The topics assigned for writing syndicate reports during these courses were —

- |             |  |
|-------------|--|
| 12th Course | 1. Encroachments in Urban Areas  |
| 13th Course | 1. State Control over local bodies in Uttar Pradesh, Bihar, Madhya Pradesh and Orissa          |
|             | 2. Powers and functions of Executive Officers in Uttar Pradesh, Bihar, Madhya Pradesh & Orissa |
| 14th Course | 1. Administration of Octroi  |
|             | 2. Municipal Elections   |

## **Case Studies**

The trainee officers submitted a few case study reports based on their personal experience with the help of model case studies supplied to them.

## **Review of Acts and Statutes**

The participants of all the above three courses were divided in batches for reviewing the municipal acts, statutes, manuals and bye-laws of the three states.

## **Research**

During the period under review the following research reports were submitted to the UNICEF :—

1. Report on the Socio-Economic Survey ;
2. Report on Household Food Consumption and Nutrition Survey ;
3. Report on Vocational Training and Guidance ; and
4. Report on the Educational Survey.

The Research Report on “Assessment of Property Taxes in Lucknow” has been submitted to the Union Ministry of Health and Family Planning.

## **Diploma in Urban Government and Administration**

The course is proving useful and has been set up with a view to provide necessary pre-service training to such candidates as desire to enter local government service.

## **Library**

To cater to the growing requirements of trainee officers and research workers in the field of local government, urban planning and allied areas, a separate section containing books, pamphlets and reports on the above subjects has been created. This section has been strengthened considerably by grants from the Central Government and also from Government of Uttar Pradesh. The Library has also started indexing of micro-literature.

## **Buildings**

The construction work of the ‘Trainees’ Hostel-cum-Guest House and Renovation of the existing building of the Centre has almost been completed.

## **Contribution**

The Centre has received contributions from the local bodies of the State of Uttar Pradesh. By the end of the financial year 1971-72, a total sum of Rs. 34,341/- had been received. During the period 1972-73, a sum of Rs. 100/- was received from the municipal board, Mangalore, Saharanpur. These contributions are gratefully acknowledged.

## **Grant from the Government of Madhya Pradesh**

The Government of Madhya Pradesh has sanctioned a recurring grant of Rs. 5,000/- this year also vide G. O. No. 933/18/1/73, dated 21-2-73. This is gratefully acknowledged.

## **Grant from the Government of Uttar Pradesh**

The Uttar Pradesh Government has been pleased to sanction some staff for the Trainees' Hostel-cum-Guest House and a recurring grant for its maintenance. A recurring grant of Rs. 20,000/- for inviting visiting Professors, expenditure on researches and for miscellaneous contingencies has also been provided. Further a non-recurring grant of Rs. 50,000/- for completing the construction of Centre's building and purchases of furniture and other equipments has been sanctioned. The details of the above grants sanctioned under G.O. No. 311/11-2-5G/72 dated March 29, 1973 are given in Appendix 'IV'. This gesture is gratefully acknowledged.

## **Budget**

The Advisory Committee in its meeting held on March 8, 1972 approved the budget of the Centre as given in Appendix 'V'.

## **Audit**

The Centre has been receiving grants from —

1. Government of India
2. Government of Uttar Pradesh
3. Government of Madhya Pradesh.

The accounts of the Government of India grant for the year 1971-72 could not be audited due to non-appointment of a Chartered Accountant by the University authorities. The



university authorities insisted that since the Government of India laid down in their conditions that grant of the Centre will be audited by university auditors—the appointment of Chartered Accountant was irregular. Accordingly, the Government of India was approached to relax this condition. It has been relaxed but the university authorities have not yet decided to appoint a Chartered Accountant.

The Special Audit of the grants received from the Government of Uttar Pradesh has been completed and the final report is still awaited. It will be placed before the Advisory Committee in due course.

### **Important Decisions**

1. A post of an Accountant was created by the Advisory Committee on March 8, 1972 and it was decided that the incumbent be taken from the Government on deputation.
2. A provision for the purchase of an Ambassador Car was made out of the contributions received from the local bodies of the State.
3. The deputation period of the Municipal Officer on deputation was restricted to three years only. The Government has, however, extended the period of deputation upto March 31, 1973.
4. The inclusion of non-officials of municipal boards/corporations as member of the Advisory Committee was made on the recommendation of the Government of India vide their letter No. 11020/10/72-LSG dated June 2, 1972. The Government of Bihar and Madhya Pradesh have been requested to nominate one member each for a period of two years.
5. The staff members of the Centre have been allowed to go to Urban Local Bodies in the Region for observation tours to gain firsthand knowledge about their working.
6. The Director was authorised with the concurrence of the Dean, Faculty of Arts to declare visitors to the Centre in connection with its various activities as "Centre's Guests". They will be accorded free boarding, lodging and transport facilities.

## Research Papers

The members of the staff of the Department and Centre have contributed papers to the various journals. The details are as under :—

1. *Sri S. R. Tewari*

- (a) Behavioural School in Public Administration & Prof. Herbert Simon—Published in the Quarterly Review of Public Administration Society - "PAR", Lucknow—Vol. I.
- (b) Financial Problems of Management in State Enterprises of India - Presented at the Annual Conference of Indian Public Administration Association in April 1972.

2. *Sri J. L. Seth*

- (a) "State Enterprises in Uttar Pradesh"—Paper presented at the Annual Conference of Indian Public Administration Association in April, 1972.
- (b) "Management—Its Process"—Published in the Souvenir of the Public Administration Society, 1972.

3. *Dr. K. Sreeram*

*Published*

- (a) "Political Executive and Career Administration"—Published in Parliamentary studies, March, 1972.
- (b) "Quality of Recruits to Higher Services in India"—Published in Parliamentary studies, June, 1972.

*Un-published*

- (a) "Civil Service Neutrality" due for publication in 'Democratic World' (a Weekly published from New Delhi).
- (b) Generalist vs. Specialist due for publication in the 'Democratic World' (a Weekly published from New Delhi).

4. *Sri S. K. Singh*

- (a) "Some Observations on Panchayati Raj in India"—Published in Quarterly Journal of Local Self-Government Institute, Bombay—January-March, 1972.

- (b) "United Nations"—Published in the Foreign Students' Association, Lucknow, 1972-73.
  - (c) "Suraksha Parishad"—Published in the Quarterly Review of Public Administration Society, "PAR", Lucknow, Vol. I.
5. *Sri S. N. Singh*
    - (a) "The Failure of Opposition"  
(Parliamentary Studies, August, 1972)
    - (b) "Some Thoughts on land ceiling"  
(The Pioneer, dated July 3, 1972)
    - (c) "Why not National Panchayats"  
(Kurukshetra, February 1, 1972)
    - (d) "Bicameralism"  
(PAR, Lucknow, Vol. I)
  6. *Sri F. H. Siddiqui*
    - "The Art of Interviewing"—Published in the Quarterly Review of Public Administration Society—"PAR", Lucknow, Vol. I.
  7. *Km. Veena Baghel*
    - "Importance of Co-ordination and Implementation in Planning"—Published in the Quarterly Review of Public Administration Society—"PAR", Lucknow, Vol. I.

### **Seminar & Conferences**

The members of the Faculty attended the following Seminars/Conferences during the period under report :—

1. *Dr. R. B. Das*
  - (a) Seminar on the Development of Research Competence in Public Administration, I.C.S.S.R., New Delhi, February, 1972.
  - (b) Seminar on Property Tax, Indian Institute of Public Administration, New Delhi, July, 1972.
  - (c) Seminar on Recruitment & Training of Police Officers, Bureau of Police Research & Development, New Delhi, August, 1972.

2. *Dr. D. P. Singh*
  - (a) Seminar on the Development of Research Competence in Public Administration, I.C.S.S.R., New Delhi, February, 1972.
  - (b) Seminar on Property Tax, Indian Institute of Public Administration, New Delhi, July, 1972.
3. *Sri J. L. Seth*
  - (a) Attended Seminar on "Problems and Potentialities of Performance Budgeting" at the Indian Institute of Public Administration, New Delhi, in December, 1972.
  - (b) Attended the Annual Conference on "Administrative Aspects of an Approach to the Fifth Five Year Plan" at the Indian Institute of Public Administration, New Delhi, October, 1972.
4. *Sri S. K. Singh*
  - Attended a Seminar on "City Police Administration" at the Indian Institute of Public Administration, New Delhi, September, 1972.

## APPENDIX I

### TWELFTH IN-SERVICE COURSE

<i>Sl. No.</i>	<i>Name</i>	<i>Designation / Place</i>
1.	Agarwal, R. C.	Assistant Engineer, Nagar Mahapalika, Kanpur.
2.	Chauhan, J. S.	Chief Municipal Officer, Local Municipal Council, Betul, M. P.
3.	Chaturvedi, M. M.	Octroi Superintendent, Municipal Corporation, Ujjain, M. P.
4.	Iqbal Ahmad	Executive Officer, Municipal Board, Manglaur, Saharanpur, U. P.
5.	Padhee, P. C.	Executive Officer, District Balangir, Orrisa.
6.	Rastogi, K. P.	Lekha Parikshak, Nagar Mahapalika, Kanpur, U. P.
7.	Shah, Chandrakant	Chief Municipal Officer, Dongargarh (Durg), M. P.
8.	Srivastava, R. C.	Arboriculturist, Nagar Mahapalika, Kanpur, U. P.
9.	Shukla, S. K.	Executive Officer Municipal Board, Etawah, U. P.
10.	Tiwari, R. S.	Asstt. Engineer, Water Works, Agra, U. P.

## APPENDIX I (Contd.)

### THIRTEENTH IN-SERVICE COURSE

<i>Sl. No.</i>	<i>Name</i>	<i>Designation / Place</i>
1.	Arya, K. S.	Executive Officer, Municipal Board, Dehradun, U. P.
2.	Dayal, Rameshwar	Sahayak Nagar Adhikari.
3.	Dubey, V. N.	Executive Officer, Municipal Board, Ballia, U. P.
4.	Dayal, S.	Executive Officer, Municipal Board, Aligarh, U. P.
5.	Dixit, B. K.	Executive Officer, Municipal Board, Brindaban (Mathura), U. P.
6.	Dube, R. B.	Executive Officer, Municipal Board, Faizabad, U. P.
7.	Mohd. Sarwar	Executive Officer, Bolangir Municipality, Orrisa.
8.	Nazakat, K. S.	Executive Officer, Municipal Board, Bareilly, U. P.
9.	Patnaik, G.	Executive Officer, Choudwar Municipality, Cuttack, Orrisa.
10.	Pandey, S. P.	Sahayak Nagar Adhikari, Nagar Mahapalika, Varanasi, U. P.
11.	Pande, K. K.	Sahayak Nagar Adhikari, Nagar Mahapalika Varanasi, U. P.
12.	Pandey, G. D.	Executive Officer, Municipal Board, Etawah, U. P.
13.	Rawat, S. S.	Executive Officer, City Board, Shahjahanpur, U. P.

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|----------------------|---|
| 14. Rizvi, S. H. M.  | Executive Officer, Municipal Board,<br>Unnao, U. P.         |
| 15. Singh, Bhupendra | Sahayak Nagar Adhikari, Nagar<br>Mahapalika, Lucknow, U. P. |
| 16. Shukla, B. L.    | Executive Officer, Municipal Board,<br>Gorakhpur, U. P.     |
| 17. Singh, B. N.     | Secretary, City Board, Naini Tal,<br>U. P.                  |
| 18. Swarup, G.       | Secretary, Municipal Board,<br>Rampur, U. P.                |
| 19. Singh, A. K.     | Executive Officer, Municipal Board,<br>Moradabad, U. P.     |
| 20. Shukla, C. P.    | Executive Officer, Municipal Board,<br>Saharanpur, U. P.    |
| 21. Shekhar Chandra  | Secretary, Municipal Board,<br>Mathura, U. P.               |
| 22. Vaish, Balram    | Executive Officer, Municipal Board,<br>Jhansi, U. P.        |

## APPENDIX I (Contd.)

### FOURTEENTH IN-SERVICE COURSE

<i>Sl. No.</i>	<i>Name</i>	<i>Designation / Place</i>
1.	Dubey, G. P.	Chief Municipal Officer, Municipal Board, Begumganj (Raisen), M. P.
2.	Juyal, D. P.	Sahayak Nagar Adhikari, Nagar Mahapalika, Lucknow, U. P.
3.	Johri, R. S.	Chief Municipal Officer, Nagar Palika, Badnawar, U. P.
4.	Jha, J. N.	Training Officer Panchayat, Panchayat Training Centre, Chandra Garhi (Jhapa) Nepal.
5.	Mandal, R. K.	Training Officer Panchayat, Koshi Anchaladhish Office, Birat Nagar Nepal.
6.	Sharma, R. P.	Executive Officer, Nagar Palika, Anupshahr, (Bulandshahr), U. P.
7.	Srivastava D. P.	Sahayak Nagar Adhikari, Nagar Mahapalika, Kanpur, U. P.
8.	Singh, R. P.	Anubhagiya Adhikari, Nagar Mahapalika, Kanpur, U. P.
9.	Singh, F. K. V.	Education Superintendent, Municipal Board, Haridwar, U. P.
10.	Verma, O. P.	Chief Municipal Officer, Nagar Palika, Gobra Navapara (Raipur), M. P.
11.	Yadav, H. S.	Chief Municipal Officer, Nagar Palika, Ashta, M. P.



## APPENDIX II

### ORIENTATION COURSE

<i>Sl. No.</i>	<i>Name</i>	<i>Designation / Place</i>
1.	Agarwal, S. P.	Member, Municipal Board, Uttar Kashi, U. P.
2.	Chauhan, R. K. S.	Member, Municipal Board, Hamirpur, U. P.
3.	Gangola, M. L.	Senior Vice-President, Municipal Board, Naini Tal, U. P.
4.	Nautiyal, K. R.	President, Municipal Board, Uttar Kashi, U. P.
5.	Prasad, R. A.	Junior Vice-President, Municipal Board, Basti, U. P.
6.	Razi, S. I.	Member, Municipal Board, Unnao, U. P.
7.	Singh, Devendra	Member, Municipal Board, Unnao, U. P.
8.	Shah, R. L.	Member, Municipal Board, Naini Tal, U. P.
9.	Thapalyal, N. D.	Member, Municipal Board, Uttar Kashi, U. P.
10.	Zaidi, S. I. H.	Member, Municipal Board, Unnao, U. P.

### APPENDIX III

<i>Sl. No.</i>	<i>Name</i>	<i>Designation / Place</i>
1.	Agarwal, R. K.	Advocate, Lucknow.
2.	Bajpai, P. M.	Up Nagar Adhikari, Lucknow, U. P.
3.	Baghel, V.	Jr. Research Associate, Regional Centre for Research & Training in Municipal Administration, Lucknow.
4.	Chaturvedi, N. C.	Advocate, Lucknow, U. P.
5.	Desikan, V. S.	Chief Engineer (Retd.), Nagar Mahapalika, Kanpur.
6.	Devi Dayal	Dy. Secretary, Local Self-Govern- ment Department, U. P. Lucknow.
7.	Dubey, G. P.	Chief Municipal Officer, Begum- ganj - Raisan, M. P.
8.	Dube, J. P.	Chief Engineer, Town & Country Planning, Govt. of U. P., Lucknow.
9.	Deva Raj	Director, Centre for Training & Research in Municipal Adminis- tration, I. I. P. A., New Delhi.
10.	Das, R. B.	Director, Regional Centre for Res. & Trg. in Municipal Adm. Deptt. of Public Adm. Lucknow, University, Lucknow.
11.	Gupta, Dauji	Mayor, Lucknow Municipal Cor- poration, Lucknow.
12.	Juyal, D. P.	Sahayak Nagar Abhiyanta, Nagar Mahapalika, Lucknow.

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|-----------------------|---|
| 13. Johri, R. S.      | Chief Municipal Officer, Badnawar,<br>Dhar, M. P.   |
| 14. Jha, J. N.        | Panchayat Trg. Officer, Nepal   |
| 15. Muttalib, M. A.   | Director, Regional Centre for Trg.<br>& Research in Municipal Adminis-<br>tration, Osmania University,<br>Andhra. |
| 16. Mukharji, G.      | Director, I. I. P. A., New Delhi.   |
| 17. Mandal, R. K.     | Panchayat Trg. Officer, Nepal.  |
| 18. Nayak, J. C.      | Chairman, Jeypur Municipality,<br>Orissa.   |
| 19. Nath, M. S.       | Executive Officer, Rourkela Steel<br>Township, Orissa,  |
| 20. Narain, L. S.     | Representative, Indian Institute<br>of Management, Calcutta.  |
| 21. Ramesh Chand      | Executive Officer, Nagar Palika,<br>Moradabad.  |
| 22. Singh, D. P.      | Professor, Regional Centre for Res.<br>& Trg. in Municipal Adm.<br>Lucknow.                                       |
| 23. Siddhu, M. M. S.  | Ex-Mayor, Lucknow, U. P.  |
| 24. Singhal, L. D.    | President, Municipal Board,<br>Bareilly   |
| 25. Saklani, B. D.    | President, City Board Dehradun,<br>U. P.  |
| 26. Sharma, R. P.     | Executive Officer, Nagar Palika,<br>Anup-Shahr.   |
| 27. Srivastava, D. P. | Asstt. Accounts Officer, Nagar<br>Mahapalika, Kanpur.   |
| 28. Singh, F. K. V.   | Education Supdt., Municipal Board,<br>Hardwar.  |

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|-----------------------|--|
| 29. Singh, R. P.      | Anubhagiya Adhikari, Nagar Mahapalika, Kanpur.                                 |
| 30. Srivastava, M. P. | Chairman, High Power Local Govt. Committee.                                    |
| 31. Seth, J. L.       | Lecturer, Deptt. of Public Adm. Lucknow University.                            |
| 32. Singh, S. K.      | Lecturer, Deptt. of Public Adm. Lucknow University.                            |
| 33. Srivastava, K. N. | Research Associate, Reg. Centre for Research & Trg. in Municipal Adm. Lucknow. |
| 34. Siddiqui, F. H.   | Research Associate, Reg. Centre for Research & Trg. in Municipal Adm. Lucknow. |
| 35. Singh, S. N.      | Research Officer, Reg. Centre for Research & Trg. in Municipal Adm. Lucknow.   |
| 36. Sreeram, K.       | Lecturer, Reg. Centre for Research & Trg. in Municipal Adm. Lucknow.           |
| 37. Tyagi, P. C.      | Superintending Engineer, L. S. G. E. D. U. P. Lucknow.                         |
| 38. Tewari, S. R.     | Lecturer, Deptt. of Public Adm. Lucknow University, Lucknow.                   |
| 39. Uma Deengra       | Research Fellow Deptt. of Public Adm. Lucknow University, Lucknow.             |
| 40. Verma, O. P.      | Chief Municipal Officer, Nawapur, Raipur, M. P.                                |
| 41. Yadav, H. S.      | Chief Municipal Officer, ASTA Municipality, M. P.                              |
| 42. Zaidi, S. T. H.   | Editorial Asstt., Reg. Centre for Research & Trg. in Municipal Adm. Lucknow.   |

## APPENDIX IV

### RECURRING

#### A. Pay & Allowances of the Staff of the Centre

*Amount Rs.*

(i) Research Officer (Rs. 400-950)	One	7,260-00
(ii) Clerk (Rs. 160-320)	One	3,280-00

#### B. Pay & Allowances of the Existing Staff of the Trainee's Hostel

(i) Caretaker (Rs. 100-4-160)	One	2,064-00
(ii) Masalchi (Rs. 50-1-85)	One	1,392-00
(iii) Sweeper-cum-Chowkidar (Rs. 55-1-75)	One	1,452-00
(iv) Driver (80-3-160)	One	1,730-00
(v) Bearer (Rs. 55-1-75)	Two	2,542-00
(vi) Khansama (Cook) (Rs. 70-1-80)	One	1,492-00

C. (i) Purchase of Books & Journals	6,000-00
(ii) Publication of Quarterly Bulletin	5,000-00

**D. Maintenance of Trainees' Hostel, Electricity & Phones etc.**

(i) Electricity Bills & Maintenance	12,000-00
(ii) Phone	1,500-00
(iii) House Tax & Water Tax	2,000-00
(iv) Winter & Summer Uniform to Peons	2,000-00
(v) Magazines, Newspapers & Sports	1,000-00
(vi) Registration, Insurance, Repairs & Maintenance of vehicle	3,000-00
(vii) Petrol charges on Centre's vehicles	5,000-00
(viii) Miscellaneous Expenditure	3,000-00

**E. Contingent Expenditure**

(i) Expenditure on visiting Professors	10,000-00
(ii) Expenditure on Research	5,000-00
(iii) Miscellaneous Expenditure & Travelling Allowances	5,000-00

**Non-Recurring**

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Completion of the building of the Centre, Furniture & Equipment, etc.	50,000-00
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## APPENDIX V

### PART ONE

#### REGIONAL CENTRE FOR RESEARCH & TRAINING IN MUNICIPAL ADMINISTRATION

(Summary of the Budget proposals for the year 1972-73 —  
to be met out of the Grant from the Central Government)

<i>Sl. No.</i>	<i>Head of Payment</i>	<i>Estimates</i> 1971-72 Rs.	<i>Estimates</i> 1972-73 Rs.
<b>I.</b>	<b>Eatablishment</b>		
	(i) Teaching, Research and Office Staff	51,842-00	5 <sup>5</sup> ,148-00
	(ii) Dearness Allowance and Provident Fund Contribution	18,808-00	21,814-00
<b>II.</b>	<b>Furniture &amp; Equipment</b>	1,000-00	1,000-00
<b>III.</b>	<b>Seminars, Training Courses</b> (including honorarium to Programme Directors, Research Projects and Meetings including Entertainments, Travelling and other expenses)	25,000-00	25,000-00
<b>IV.</b>	<b>Books, Journals, Periodicals, Publications, Printing and Stationery</b>	15,000-00	15,0 0-00
<b>V.</b>	<b>Preparation of Reading Materials for Students and Researchers</b>	1,000-00	1,000-00
<b>VI.</b>	<b>International Seminars and Conferences (Token)</b>	—	1,000-00
<b>VII.</b>	<b>Miscellaneous</b>		
	(i) Postage etc.	3,000-00	
	(ii) Other unforeseen expenditure	4,000-00 — — — —	
		7,000-00	7,00 -00
		1,19,651-00	1,26,962-00

## DETAILS OF PART ONE

### BUDGET PROPOSALS FOR 1972-73

(To be met out of the Grant from the Central Government)

			1972-73
<b>I. Establishment</b>			
(i)	1. <i>Professor—one</i>		
	Grade 1100-50-1300-60-1600	—	15,300
	2. <i>Lecturer—one</i>		
	Grade 400-40-800-50-950	—	5,919
	3. <i>Research Officer—one</i>		
	Grade 400-40-800-50-950	—	5,280
	4. <i>Research Associates—Two</i>		
	Grade 300-25-500	—	9,109
	5. <i>Investigators—Two</i>		
	Grade 250-20-350-25-400	—	7,175
	6. <i>Editorial Assistant—one</i>		
	Grade 250-15-280-20-400-25-500	—	3,212
	7. <i>Administrative Officer—one</i>		
	Grade 250-15-280-20-400-25-500	—	3,540
	8. <i>Clerks—Two</i>	—	3,766
	(a) Grade 160-8-200-10-260-12-320		
	(b) Grade 120-6-150-6-180-10-230-10-250		
	9. <i>Janitor-cum-Peon—one</i>		
	Grade 80-3-160	—	1,176
	10. <i>Peon—one</i>		
	Grade 55-1-75	—	671
			<hr/> 55,148
(ii)	<i>Dearness Allowance and</i>		
	<i>Provident Fund Contribution</i>	—	21,814
			<hr/> 76,962
	Carried over .....		<hr/> <hr/>



	<i>Brought forward</i> .....	76,962
II. <b>Furniture and Equipment</b>	—	1,000
III. <b>Seminars, Training Courses</b> (including honorarium to Programme Directors, Research Projects etc. including Entertainments)		
(i) Seminars	5,000	
(ii) Training Courses	6,000	
(iii) Field cost and Overhead	8,000	
(iv) Honorarium to Guest Speakers	6,000	
	—	25,000
IV. <b>Books, Journals, Periodicals, Publications, Printing and Stationery</b>		
(i) Books & Journals	5,000	
(ii) Publication of Reports	6,000	
(iii) Printing & Stationery	4,000	
	—	15,000
V. <b>Preparation of Reading Materials for Students and Researchers</b>	—	1,000
VI. <b>International Seminar and Conferences (Token)</b>	—	1,000
VII. <b>Miscellaneous</b>		
(i) Postage etc.	3,000	} 7,000
(ii) Other unforeseen expenses	4,000	
	Total :--	<u>1,26,962</u>

# REGIONAL CENTRE FOR RESEARCH AND TRAINING IN MUNICIPAL ADMINISTRATION

(Summary of the Budget Proposals for the year 1972-73  
to be met out of the Grant from the U. P. Government)

## PART TWO

### Approved Expenditure

<i>Sl. No.</i>	<i>Head of Payment</i>	<i>Estimates</i> 1971-72	<i>Estimates</i> 1972-73
<b>I. Recurring</b>			
	(a) Salary of Research Officer Clerk and Hostel Staff	14,968-00	21,696-00
	(b) Dearness Allowance and Provident Fund Contribution		
II.	Books and Pamphlets	5,000-00	5,000-00
III.	Publications	5,000-00	5,000-00
IV.	Electricity charges, Maintenance, Water & House Tax	7,000-00	7,000-00
V.	Honorarium to Guest Speakers Visiting Professors	10,000-00	10,000-00
VI.	Uniform, Magazine and other Contingencies	900-00*	-----
	Total :—	42,868-00	48,696-00

## NEW PROPOSALS

### I. Staff for Centre

(i)	Pay of Accountant and Caretaker-cum-Storekeeper	4,920-00
(ii)	Dearness Allowance etc. to the above staff	2,856-00
(iii)	Pay of Hostel Staff	3,960-00
(iv)	Dearness Allowance etc. to Hostel Staff	5,328-00

II.	Books and Pamphlets	5,000-00
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Carried over :—      22,064-00

\* A sum of Rs. 900/- has been provided as a non-recurring grant.

Brought forward ... 22,064-00

III. Field cost including T. A. & D. A. to Staff	10,000-00
IV. Maintenance and Contingencies	5,000-00
V. Registration, Insurance, Repairs and Maintenance of Vehicle and Petrol (Jeep)	10,000-00
	-----
Total Recurring :—	47,064-00
	-----

#### VI. Non-Recurring

(i) Building and Other Construc-  
tion Work 50,000-00

(ii) Furniture and Equipment 50,000-00

Total Non-Recurring :— 1,00,000-00

Total of New Proposals :— 1,47,064-00

#### I. Approved Expenditure

(i) Recurring Rs. 48,696-00

#### II. Expenditure on New Proposals

(i) Recurring Rs. 47,064-00

(ii) Non-Recurring Rs. 1,00,000-00

Total :— Rs. 1,95,760-00

## PART TWO

### (TO BE MET OUT OF THE GRANT FROM THE GOVERNMENT OF UTTAR PRADESH)

Approved vide G. O. No. 4151A/11-KA-5G/69, dated  
January 24, 1970, and G. O. No. 7574A/11-(2)-5G/69,  
dated February 23, 1972.

#### A. (i) **Recurring**

- |   |          |
|---|----------|
| 1. <i>Research Officer—One</i><br>Grade 400-40-800-50-950 | 5,100-00 |
| 2. <i>Clerk—One</i><br>Grade 160-8-200-10-260-12-320      | 2,616-00 |

#### (ii) **Hostel Staff**

- |   |          |
|---|----------|
| 1. <i>Caretaker—One</i> (To be surrendered after the<br>Grade 100-4-160 sanction of the post of<br>Caretaker-cum-Store<br>Keeper under new pro-<br>posal) | 1,200-00 |
| 2. <i>Masalchi—One</i><br>Grade 55-1-75   | 660-00   |
| 3. <i>Sweeper-cum-Chowkidar—One</i><br>Grade 55-1-75  | 660-00   |
| 4. <i>Driver—One</i><br>Grade 75-115  | 900-00   |
| 5. <i>Bearer—Two</i><br>Grade 55-1-75   | 1,320-00 |
| 6. <i>Khansama—One</i><br>Grade 70-1-80   | 840-00   |

Total :—	12,696-00
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#### (iii) **Provident Fund Contribution and Dearness Allowance**

9,000-00

#### (iv) **Books and Pamphlets**

5,000-00

#### (v) **Publications**

5,000-00

#### (vi) **Electricity Charges, Maintenance and Water and House Taxes**

7,000-00

#### (vii) **Honorarium to Guest Speakers/ Visiting Professors**

10,000-00

Carried over :—

48,696-00

*Brought forward* . . . 48,696,-00

## EXPENDITURE ON NEW PROPOSALS CENTRE

1. <i>Accountant — One</i>	
Grade 250-500	3,000-00
2. <i>Caretaker-cum-Storekeeper</i>	
Grade 160-320	1,920-00
	<hr/>
	4,920-00
3. Dearness Allowances	2,856-00
	<hr/>
<b>Total :—</b>	<b>7,776-00</b>
	<hr/>

## HOSTEL

1. <i>Bearers—Two</i>	
Grade 55-1-75	1,320-00
2. <i>Gardener — One</i>	
Grade 55-1 75	660-00
3. <i>Sweepers—Two</i>	
Grade 55-1-75	1,320-00
4. <i>Chowkidar-cum-Farrash—One</i>	
Grade 55-1-75	660-00
	<hr/>
	3,960-00
5. Dearness Allowances etc.	5,328-00
	<hr/>
<b>Total :—</b>	<b>9,288-00</b>
	<hr/>
6. Books and Pamphlets	5,000-00
7. Field Cost	10,000-00
8. Maintenance and Contingencies	5,000-00
9. Registration, Insurance, Repairs and Maintenance of Vehicle & Petrol (Jeep)	10,000-00
	<hr/>
<b>Total :—</b>	<b>30,000-00</b>
	<hr/>

## NON-RECURRING

1. Building and other Construction	
Work in Progress	50,000-00
2. Furniture and Equipment	50,000-00
	1,00,000-00
	<hr/>
<b>Grand Total :—</b>	<b>1,95,760-00</b>
	<hr/>

# PART THREE

(To be met out of the grant from the UNICEF)

ITEMS	Estimates	
	1971-72	1972-73
<b>1. Regular Establishment</b>		
(i) <i>Assistant Project Director—One</i> (Rs. 600-50-1000)		7,600-00
(ii) <i>Research Officer—One</i> (Rs. 400-40-800-50-950)		5,120-00
(iii) <i>P. A.-cum-Stenographer—One</i> (Rs. 200-15-320-20-400)		2,577-58
(iv) <i>Clerk-cum-Typist—One</i> (Rs. 160-8-200-10-260-12-320-15-350)		1,973-16
(v) <i>Messenger-cum-Peon—One</i> (Rs. 55-1-75)		673-00
(vi) <i>Dearness and other Allowances as per University Rules</i>		6,636-00
		<hr/> 24,579-74
	Or Say	
	22,560-00	24,580-00
2. Investigation Staff and Honorarium to students on ad-hoc basis	10,000-00	10,000-00
3. Contingencies including T. A. Conveyance, Field Cost, Printing and Stationery	10,000-00	10,000-00
4. Furniture and Equipment	6,000-00	6,000-00
	<hr/> 43,560-00	<hr/> 50,580-00
Total :—		

Sd - R. B. DAS

Sd/- S. N. VERMA

Director, Regional Centre for Research and Training in Municipal Administration and Member-Secretary

Chairman, Advisory Committee and Secretary, Local-Self-Govt. Deptt. Government of Uttar Pradesh

## STAFF OF THE CENTRE

- |  |  |
|--|--|
| 1. Dr. R. B. Das, M.A. Ph D.<br>D.P.A. (Oxford), M.A. (Syracuse) | Prof. & Head,<br>Department of<br>Public Adminis-<br>tration and Director<br>of the Centre |
| 2. Dr. D.P. Singh, M.A., LL.B., Ph D.                            | Professor  |
| 3. Dr. K. Sreeram, M.A., Ph D.                                   | Lecturer   |
| 4. Sri B. S. Sudhakar, M.A., LL.B.                               | Research Officer   |
| 5. V A C A N T   | Research Officer   |
| 6. Sri Karunesh Chandra, M.A.                                    | Research Associate   |
| 7. Sri K. N. Srivastava, M.A., LL.B.                             | Research Associate   |
| 8. Km. Veena Baghel, M.A.  | Junior Research<br>Associate   |
| 9. V A C A N T   | Junior Research<br>Associate   |
| 10. Sri S. T. H. Zaidi, M.A.                                     | Editorial Assistant  |
| 11. Sri N. N. Sinha, M.A.  | Administrative<br>Officer  |
| 12. Sri R. M. Chakravarty  | Senior Clerk   |
| 13. Sri K. B. Singh  | Junior Clerk   |

## UNICEF

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|------------------------------------|-------------------------------|
| 1. V A C A N T                     | Assistant Project<br>Director |
| 2. Sri S. N. Singh, M.A.           | Research Officer              |
| 3. Sri F. H. Siddiqui, M A., LL.B. | Research Associate            |
| 4. Sri Prem Prakash                | P. A -cum-Steno               |
| 5. Sri K. C. Deva                  | Senior Clerk                  |

