

ANNUAL
ADMINISTRATION REPORT
1974-75



REGIONAL CENTRE FOR RESEARCH AND
TRAINING IN MUNICIPAL ADMINISTRATION

DEPARTMENT OF PUBLIC ADMINISTRATION
UNIVERSITY OF LUCKNOW
INDIA

ADVISORY COMMITTEE

<i>Chairman</i>	Secretary, Local Self-Government Department, Government of Uttar Pradesh, Lucknow.	
<i>Members</i>	Dean	Faculty of Arts, Lucknow University.
	Director	Indian Institute of Public Administration, New Delhi.
	Secretary	Local Self-Government Department (Urban), Madhya Pradesh, Bhopal.
	Mukhya Nagar Adhikari	Lucknow Nagar Mahapa- lika, (Nominee of the State Government)
	Nominee	Government of India, Ministry of Works, Housing and Urban Development, New Delhi.
<i>Member- Secretary</i>	Dr. D. P. Singh	Professor and Head, Department of Public Administration, Lucknow University. Director, Regional Centre for Research & Training in Municipal Administration.

The seventh Annual Report on the activities of the Regional Centre for Research and Training in Municipal Administration relates to the period of 1974-75. The Centre has completed seven years of its existence.

Director

Dr. R. B. Das, Professor and Head, Department of Public Administration, retired as Director of the Centre and Member-Secretary of the Advisory Committee on August 31, 1974. Dr. D. P. Singh took over as Director of the Centre from September 1, 1974.

Chairman, Advisory Committee

Sri Athar Husain, Commissioner-cum-Secretary, Local Self-Government, Uttar Pradesh, continued as Chairman during the year.

Members

Sri M. U. Ahmad, Mukhya Nagar Adhikari, Lucknow, was succeeded by Sri R. R. Shah.

Training

(A) A short term course on 'Productivity in Municipal Administration' was conducted for the senior municipal executives from July 8 to 16, 1974. The objectives of the course were as follows :—

- (i) to underline the need for increasing the administrative efficiency in municipal government within the existing resources ; and
- (ii) to acquaint the municipal officers with the techniques and tools for promoting administrative efficiency.

A list of participants to the course is given in Appendix I and the list of speakers in Appendix II.

(B) The Seventeenth In-service Training programme of six-weeks' duration was organised for newly recruited municipal officers of class III and class IV Boards from November 18, 1974 to December 29, 1974. The list of participants is given in Appendix III. Apart from the faculty members, a good number of guest speakers addressed the participants on various aspects of municipal government. The list of guest speakers and the subjects of discussion are given in Appendix IV and V respectively.

(C) The Centre conducted an eight-day workshop on 'Municipal Taxation and Recoveries' from October 3 to 10, 1974. The main objectives of this workshop were as under :—

- (i) identification of the problems in tax administration;
- (ii) exchange of views on various aspects of municipal taxation and recoveries ; and
- (iii) to suggest measures for improving the system of taxation.

The workshop was attended to by the officers directly connected with the tax administration. A list of officers who attended the workshop is given in Appendix VI. The following taxes were taken up for detailed examination :—

- (i) Property tax ;
- (ii) Octroi, terminal and toll taxes ;
- (iii) Minor taxes and non-tax revenues ; and
- (iv) Collection, supervision and vigilance of municipal taxes.

Separate study groups were constituted for the purpose of discussion. Each group was guided by an expert assisted by the members of the faculty. Following persons were associated with the study groups :—

1. Sri K. S. Sinha, Dy. Secretary, Finance, Government of Uttar Pradesh, Lucknow.
2. Sri S. C. Khanna, Retd. Dy. Secretary, L. S. G. of Uttar Pradesh Government, Lucknow.
3. Sri P. N. Bajpai, Dy. Director, Local Bodies, Uttar Pradesh, Lucknow.
4. Sri P. R. Tripathi, Asstt. Director, Local Bodies, U. P. Government, Lucknow.

The recommendations of the workshop have been circulated to the various local bodies for their comment. After receiving the comments, the same will be published.

- (D) Three workshops on Municipal Budgeting of three day's duration each were also organised by the Centre. They were attended to by the officers-in-charge, Local Bodies, and Local Body Clerks, the Executive Officers and Accountants. The objective of these workshops was to make the municipal personnel aware of making a realistic and sound budget.

Eighty-four officials participated in these courses. A list of the participants is given in Appendix VII.

Research

- (A) The Centre had undertaken the study of the Administrative History of class I towns of Uttar Pradesh in the previous year. The study includes a detailed analysis of the municipal administration of these towns. The history of two towns has been completed. The collection of material for the other towns is in progress.
- (B) The Centre has submitted two research proposals to the Indian Council of Social Sciences Research. The proposals relate to the working of the Calcutta Metropolitan Development Authority and of the Panchayati Raj Bodies of U. P. The study on the working of CMDA is proposed

to be made under the guidance of Sri K. K. Dass, I. C. S. (Retired) and will extend over a period of eleven months. The study of the Panchayati Raj bodies will consist of an examination of the working of five Zila Parishads, ten Kshetra Samitis and 20 Gram Panchayats. Various aspects of the Panchayati Raj administration will be examined in details. The study is likely to extend over the period of one and a half year. This study is likely to throw a fresh light on the important area of Rural - Urban relationship in the State.

Diploma in Urban Government and Administration

The course was started with a view to provide necessary pre-service training to candidates who wish to enter local government service. It has been popular and is proving useful.

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 has been created. This section has been strengthened considerably through the grants from the Central Government and also from the Government of Uttar Pradesh. The Library has also started the indexing of micro-literature.

Budget

The Budget of the Centre as given in Appendix VIII, was approved by the Advisory Committee at its meeting held on July 27, 1974.

Grants

- (i) The Government of Madhya Pradesh had sanctioned a recurring grant of Rs. 5,000/- during 1973-74. However, till the close of the financial year, i. e. 1974-75, this recurring grant was not made available to the Centre.

- (ii) The Government of Uttar Pradesh sanctioned Rs. 1,34,284/- as recurring and Rs. 64,716/- as non-recurring grants during the year.
- (iii) The Government of India has enhanced the recurring grant from Rs. 85,000/- to Rs. 1 55 lakh This has helped the Centre in stabilising its financial position to a considerable extent.

APPENDIX-I

LIST OF TRAINEE-OFFICERS WHO ATTENDED THE SHORT-TERM TRAINING COURSE ON PRODUCTIVITY IN MUNICIPAL ADMINISTRATION, FROM JULY 8 to 16, 1974.

<i>S. No.</i>	<i>Name</i>	<i>Designation</i>
1.	Asif Ali Khan	Executive Officer, Municipal Board, Rampur.
2.	Chandrika Prasad Shukla	Executive Officer, Municipal Board, Unnao.
3.	Dwarka Nath Sah	Executive Officer, Municipal Board, Almora.
4.	Debi Prasad Srivastava	Accounts Officer, Nagar Mahapalika, Kanpur.
5.	Girraj Bahadur Mathur	Executive Officer, Municipal Board, Meerut
6.	Ganga Prasad Saini	Executive Officer, Municipal Board, Farrukhabad-cum-Fatehgarh.
7.	Hargundas Asrani	Assistant Engineer, Nagar Mahapalika, Kanpur.
8.	Kailash Nath Tiwari	Executive Officer, Municipal Board, Mathura.
9.	Kripa Shanker Awasthi	Sahayak Lekha Adhikari, Nagar Mahapalika, Lucknow.
10.	K. D. Sharma	Executive Officer, Municipal Board, Ghaziabad
11.	Lalit Kumar Sharma	Executive Officer, Municipal Board, Aligarh.
12.	Maharaj Prasad Saxena	Executive Officer, Municipal Board, Nainital.
13.	Narendra Bahadur Singh	Executive Officer, Municipal Board, Gonda.
14.	Qamar Uddin Ahmad	Executive Officer, Municipal Board, Muzaffarnagar.
15.	Ramji Lal	Executive Officer, City Board, Dehradun.
16.	Rama Ratna Shukla	Up Nagar Adhikari, Nagar Mahapalika, Allahabad.

<i>S. No.</i>	<i>Name</i>	<i>Designation</i>
17.	Sangram Singh Rawat	Executive Officer, Municipal Board, Bulandshahr.
18.	Sohan Lal	Asstt. Engineer, Nagar Mahapalika, Lucknow.
19.	Sant Ram Gupta	Executive Officer, Municipal Board, Mussorie.
20.	Ved Prakash Garg	Executive Officer, Municipal Board, Jhansi.
21.	Vishnu Swarup Pandey	Executive Officer, Municipal Board, Mirzapur.

APPENDIX-II

LIST OF GUEST SPEAKERS OF THE 'PRODUCTIVITY IN MUNICIPAL ADMINISTRATION' COURSE.

<i>S. No.</i>	<i>Name</i>	<i>Designation</i>
1.	Prof. G. Mukharji (Course Director)	Former Director, Indian Institute of Public Administration, New Delhi.
2.	Prof. P. N. Masaldan	Head, Department of Political Science, Lucknow University, Lucknow.
3.	Sri R. N. Haldipur	Joint Secretary (Training), Department of Personnel, Cabinet Secretariat, Govt. of India, New Delhi.
4.	Dr. M. Yoga	Director, Management Services, National Productivity Council, New Delhi.
5.	Lt. Col. Brij Mohan	Joint Director and Head (Management Wing), Institute of Secretariat Training and Management, Department of Personnel, Government of India, New Delhi.
6.	Sri D. D. Malhotra	Lecturer, Centre for Training & Research in Municipal Administration, Indian Institute of Public Administration, New Delhi.
7.	Sri K. S. Sastry	Director (Budgeting), Ministry of Finance (Department of Economic Affairs), Government of India, New Delhi.
8.	Sri R. L. Malhotra	Director of Inspection, Income-Tax Department New Delhi.
9.	Sri A. P. Saxena	Director (Training), Department of Personnel, Government of India, New Delhi.

<i>Sl. No.</i>	<i>Name</i>	<i>Designation</i>
10	Prof. Deva Raj	Director, Centre for Training & Research in Municipal Administration, Indian Institute of Public Administration, New Delhi.
11.	Sri S. M. Y. Sastry	Former Deputy Municipal Commissioner, Bombay Municipal Corporation, Bombay.
12.	Sri N. S. Mathur	Director, Local Bodies, Government of Uttar Pradesh, Lucknow.

APPENDIX III

LIST OF MUNICIPAL OFFICERS (SEVENTEENTH TRAINING COURSE)

<i>S. No.</i>	<i>Name</i>	<i>Designation & Place</i>
1.	Sri Ashok Kumar Srivastava	Executive Officer, Municipal Board, Orai.
2.	Sri Ashok Kumar	Executive Officer, Municipal Board, Kiratpur Bijnor.
3.	Sri Ashok Kumar Shahi	Executive Officer, Municipal Board, Sirsaganj, Mainpuri.
4.	Sri Amarjeet Singh	Executive Officer, Municipal Board, Pihani, Hardoi.
5.	Sri Ahsan Ur Rahman	Executive Officer, Municipal Board, Baheri, Bareilly.
6.	Sri Akshaibar Singh	Executive Officer, Municipal Board, Bahjoi Moradabad.
7.	Sri Ashok Kumar Srivastava	Executive Officer, Municipal Board, Nautanwa Gorakhpur.
8.	Sri Awantika Prasad Markat	Chief Municipal Officer, Municipal Board, Thandia (M. P.).
9.	Sri Avinash Chandra Srivastava	Executive Officer, Municipal Board, Hamirpur.
10.	Sri Brij Gopal Pathak	Chief Municipal Officer, Municipal Board, Panna (M. P.)
11.	Sri Bechan Lal Srivastava	Executive Officer Municipal Board, Mugra Badshahpur.
12.	Sri Brij Nath Bhartiya	Executive Officer, Municipal Board, Gangoh Saharanpur.

<i>S. No.</i>	<i>Name</i>	<i>Designation & Place</i>
13.	Sri C. A. Chaturvedi	Executive Officer, Municipal Board, Misrik, Neemsar.
14.	Sri Chandra Prakash Pandey	Chief Municipal Officer, Municipal Board, Begumganj, Distt. Raipur (M. P.)
15.	Sri Devi Sharan Sharma	Executive Officer, Municipal Board, Muradnagar.
16.	Sri Hari Om	Executive Officer, Municipal Board, Nihtaur.
17.	Sri Harihar Prasad Litoriya	Chief Municipal Officer, Municipal Council Mungaoli, Distt. Guna (M. P.)
18.	Sri Ilyas Ahmad	Executive Officer, Municipal Board, Bilsa, Budaun.
19.	Sri Jagdambika Prasad Srivastava	Executive Officer, Municipal Board, Sahaswan, Budaun.
20.	Sri Jagdish Chandra Verma	Executive Officer, Municipal Board, Kosi, Mathura.
21.	Sri Kailash Chandra Juyal*	Executive Officer, Municipal Board, Tehri.
22.	Sri Kashi Nath	Executive Officer, Municipal Board, Narendra Nagar, Tehri, Garhwal.
23.	Dr. K. P. Pathak	Executive Officer, Municipal Board, Uttar Kashi.
24.	Sri Kamala Singh	Executive Officer, Municipal Board, Bharthana, Etawah.
25.	Sri Lala Ram	Executive Officer, Municipal Board, Khairabad, Sitapur.
26.	Sri Mahabeer Prasad Barthwal	Executive Officer, Municipal Board, Pithoragarh.
27.	Sri Mahendra Pratap Sharma	Executive Officer, Municipal Board, Julaun.
28.	Sri Mukund Lal	Executive Officer, Municipal Board, Kakrala, Budaun.
29.	Sri Om Prakash Tiwari	Executive Officer, Municipal Board, Atarra, Banda.

<i>Sl. No.</i>	<i>Name</i>	<i>Designation & Place</i>
30.	Sri Ramesh Chandra Misra	Executive Officer, Municipal Board, Balrampur.
31.	Sri Ram Din	Executive Officer, Municipal Board, Rath, Hamirpur.
32.	Sri Shiv Sharan	Executive Officer, Municipal Board, Vikas Nagar Distt. Dehradun.
33.	Sri Shamim Ahmad Khan	Executive Officer. Municipal Board, Anupshahar Distt. Bulandshahar.
34.	Sri Vijendra Pal Singh	Executive Officer, Municipal Board, Kannauj.
35.	Sri Vindhyachal Singh	Executive Officer, Municipal Board, Bageshwar, Almora.

APPENDIX—IV

LIST OF SPEAKERS

Sl. No.	Name	Designation
1. Bajpai, P. N.	Dy. Director, Local Bodies, Uttar Pradesh, Lucknow.	
2. Chaturvedi, A. C.	Chief Engineer, Local Self-Government Engineering Department, U. P., Lucknow.	
3. Das, Prof. R. B.	Member-Secretary, U. P. High Level Local Bodies Enquiry Committee, Lucknow.	
4. Dubey, J. P.	Chief Engineer, Town & Country Planning Organisation, U. P., Lucknow.	
5. Ghulam Husain, I. A. S.	Commissioner & Secretary, Appointment Department, Government of Uttar Pradesh, Lucknow.	
6. Gupta, Ravindra, I. A. S.	Deputy Secretary, Agriculture, Government of Uttar Pradesh, Lucknow.	
7. Katara, V. S., I. A. S.	Housing Commissioner, U. P. Lucknow.	
8. Kailash Prakash	Secretary, Moti Lal Memorial Society, Lucknow.	
9. Khanna, D. N.	Retired Executive Officer.	
10. Mahesh Chandra	Dy. Administrator, Municipal Corporation, Lucknow.	
11. Majmudar, N. M., I. A. S.	Secretary to the Governor of U. P., Lucknow.	
12. Malaviya (Dr.) K. D.	Ex-State Nutrition Officer, Lucknow.	
13. Masaldan (Dr.) P. N.	Prof. & Head, Department of Political Science, Lucknow University, Lucknow.	
14. Mathur, N. S., I. A. S.	Commissioner & Director, Local Bodies U. P., Lucknow.	
15. Mehta, P. S.	Joint Director, Local Bodies, Madhya Pradesh, Bhopal.	

<i>Sl. No.</i>	<i>Name</i>	<i>Designation</i>
16.	Mukharji, Prof. G.	Ex-Director, Indian Institute of Public Administration, New Delhi.
17.	Raghu Nath Prasad	Director, Local Bodies, Madhya Pradesh, Bhopal.
18.	Sah, D. N.	Up. Nagar Adhikari, Nagar Mahapalika, Lucknow.
19.	Shah, R. R.	Administrator, Lucknow Municipal Corporation.
20.	Siddhu, (Dr.) M. M. S.	Ex-Mayor, Lucknow Municipal Corporation.
21.	Singh, A. N.	Up. Nagar Adhikari, Nagar Mahapalika, Varanasi.
22.	Singh, Prof. D. P.	Head, Department of Public Administration, Lucknow University.
23.	Sinha, K. S.	Deputy Secretary, Finance, Government of U. P., Lucknow.
24.	Srivastava, H. N.	Dy. Secretary, Local Self-Government, Government of U. P., Lucknow.
25.	Tewari, R. S.	Deputy Director, Local Bodies, Madhya Pradesh, Raipur.
26.	Tewari, S. R.	Lecturer, Department of Public Administration, Lucknow University.
27.	Tripathi, P. R.	Asstt. Director, Local Bodies, U. P., Lucknow.

LIST OF TOPICS

I General

1. Local Government and Indian Constitution.
2. Local Government in Europe.
3. Structure of Local Bodies in India.
4. Local Government in United States.
5. Public Participation in Municipal Administration.
6. Rural-Urban Relationship.
7. Reforms in Municipal Government.
8. Trends in Urbanisation.
9. Redressal of Citizen's grievances.
10. Urban Planning in India.

II Municipal Organisation

1. Relationship between Deliberative & Executive Wings.
2. Committee system in Municipal Government.
3. Functions of the Executive.
4. Powers and functions of the Chairman/President.
5. State-Local relations : Directorate.
6. Problems of Municipal Executive.
7. Role of political parties in Municipal Administration.
8. Powers and functions of the Mayor/Dy. Mayor.

III Municipal Functions

1. Public works Administration.
2. Public Health Administration.
3. Prevention of Food Adulteration.
4. Water Supply and Drainage.
5. Street Lighting.

IV Municipal Finance

1. Sources of Municipal revenue.
2. Recoveries of Municipal revenue.
3. Municipal Budget.
4. Municipal Account
5. Municipal Audit.
6. Administration of Property Taxes.
7. Supervision, control and vigilance over tax administration.

V Urban Planning and Development

1. Urbanisation : Its trends.
2. Development Authority vis-a-vis Municipal Corporation
3. Administration of Water and Sewerage Schemes.
4. Urban development through organised institutional finance.
5. Problems of Metropolitan Areas.
6. Urban growth centres – their problems and solutions.
7. Master plans for cities.
8. Zonal Planning.

VI Review of Acts

- (i) Constitution of Municipalities and Corporations, their powers and functions.
- (ii) State control over local bodies.
- (iii) Office of the President in Madhya Pradesh, Uttar Pradesh, and Bihar.
- (iv) Municipal personnel.
- (v) Municipal meetings.
- (vi) Municipal taxation
 - (a) Property taxes
 - (b) Octroi
 - (c) Licences.
- (vii) Building regulations.

APPENDIX—VI

LIST OF OFFICERS WHO ATTENDED WORKSHOP ON MUNICIPAL TAXATION & RECOVERIES

<i>No.</i>	<i>Name</i>	<i>Designation</i>	<i>Local Body</i>
1.	Arun Kumar Srivastava	Executive Officer	Municipal Board, Jalesar.
2.	A. P. Singh	Asstt. Accounts Officer	Municipal Corporation, Kanpur.
3.	Abdul Mawof Khan	Executive Officer	Municipal Board, Bhadohi Varanasi
4.	Bej Mahan Singh	Tax Superintendent	Municipal Corporation, Lucknow.
5.	Girish Chandra Pant	Executive Officer	Municipal Board, Rudrapur.
6.	Iqbal Ahmad	Executive Officer	Municipal Board, Aonla, Bareilly
7.	Jagdish Narain Saxena	Executive Officer	Municipal Board, Bisalpur, Pilibhit
8.	L. N. Koul	Executive Officer	Municipal Board, Shahabad
9.	Narendra Pratap Singh Khanna	Executive Officer	Municipal Board, Kaimganj, Farrukhabad
10.	Prematma Saran Gupta	Executive Officer	Municipal Board, Dhanora Moradabad
11.	Ram Chandra Pandey	Executive Officer	Municipal Board, Chitrukut Dham, Karvi, Banda
12.	Rajendra Pratap Singh	Anubhagiya Adhikari	Municipal Corporation, Varanasi.
13.	Som Narain Singh	Tax Superintendent	Municipal Corporation, Varanasi.

<i>Sl. No.</i>	<i>Name</i>	<i>Designation</i>	<i>Local Body</i>
14.	Surendra Prasad Verma	Executive Officer	Municipal Board, Dogadda, Garhwal
15.	Syed Haider Mehdi Rizvi	Chief Assessment Officer	Municipal Corporation Varanasi
16.	Saran Behari Lal Saxena	Tax Superintendent	Municipal Board, Bareilly.
17.	Sohan Singh Rawat	Secretary	Municipal Board, Rampur
18.	Syed Muzaffar Abbas Naqvi	Executive Officer	Municipal Board, Tilhar.
19.	Vijaya Pal Singh	Executive Officer	Municipal Board, Deoband, Saharanpur.

APPENDIX—VII

LIST OF TRAINEES WHO ATTENDED THE THREE-DAYS COURSES ON 'MUNICIPAL BUDGETING'

First Course (March 3 to 5, 1975)

1. Sri W. B. Sharma	Local Body Clerk, Budaun
2. Sri V. K. Khanna	Accountant, Municipal Board, Sahaswan.
3. Sri D. N. Verma	Local Body Clerk, Shahjahanpur.
4. Sri Manoj Lal	Municipal Assistant, Bareilly
5. Sri K. C. Verma	Municipal Assistant, Bareilly.
6. Sri J. B. Jaisi	Municipal Clerk, Rampur.
7. Sri R. P. Sinha	Executive Officer Municipal Board, Khatauli Muzaffarnagar
8. Sri Harish Narain	Local Body Clerk, Pilibhit.
9. Sri R. N. Bharti	Executive Officer, Municipal Board, Gongoh, Saharanpur.
10. Sri Vijay Kumar	Accountant, Municipal Board, Kairana. Muza- ffarnagar.
11. Sri Khairati Lal	Municipal Clerk, Moradabad.
12. Sri R. P. Sinha	Dy. Collector, Pilibhit.
13. Sri R. C. Singh	Deputy Collector, Bareilly.
14. Sri R. C. Agarwal	Electrical & Water Works Engineer, Muzaffar- nagar.
15. Sri P. C. Mittal	Accountant, Municipal Board, Muzaffarnagar.
16. Sri H. A. Faridi	Executive Officer, Municipal Board, Kandhla, Muzaffarnagar.
17. Sri J. P. Srivastava	Local Body Clerk, Mathura.
18. Sri A. N. Arora	Head Clerk, Municipal Board, Deoband.
19. Sri Bhuvaneshwar Singh	Dy. Collector, Budaun.
20. Sri J. C. Kaushik	Accountant, Municipal Board, Hardwar.
21. Sri A. Ali	Accountant, Municipal Board, Deoband.
22. Sri M. H. Khan	Accountant, Municipal Board, Tilhar.
23. I. A. Mirza	Head Clerk, Municipal Board, Mainpuri.
24. Sri Ram Sewak	Asstt. Accountant, Municipal Board, Shikohabad.

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| 25. Sri Raghunath Das | Deputy Collector, Shahjahanpur. |
| 26. Sri K. N. Tewari | Executive Officer, Municipal Board, Mathura. |
| 27. Sri L. N. Sharma | Accountant, Municipal Board, Mathura. |
| 28. Sri A. A. Khan | Accountant, Municipal Board, Ujhani, Budaun. |
| 29. Sri R. K. Sharma | Officer-in-charge, Local Bodies, Saharanpur. |
| 30. Sri N. K. Jain | Municipal Commissioner I, Saharanpur. |
| 31. Sri N. R. Agarwal | Accountant, Municipal Board, Khatauli Muzaflarnagar. |
| 32. Sri L. D. Agarwal | Accountant, Municipal Board, Budaun. |
| 33. Sri M. A. Kazmi | Executive Officer, Municipal Board, Budaun. |
| 34. Sri Chandra Shekhar | Executive Officer, Municipal Board, Mainpuri. |
| 35. Sri. A. C. Dubey | Executive Officer, Municipal Board, Hardwar. |
| 36. Sri. M. A. Khan | Deputy Collector, Rampur. |
| 37. Sri Avadhesh Prasad | Executive Officer, Municipal Board, Saharanpur. |
| 38. Sri Vakil Akhtar | Accounts Clerk, Municipal Board, Gangoh, Saharanpur. |

Second Training Course (March 18 to 21, 1975)

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| 39. Sri G. B. Mathur | Executive Officer, Municipal Board, Meerut. |
| 40. Sri Ram Autar | Executive Officer, Municipal Board, Chandausi. |
| 41. Sri Jai Prakash Jain | Accountant, Municipal Board, Khurja. |
| 42. Sri Uma Shankar Shukla | Accountant, Municipal Board, Mirzapur. |
| 43. Sri Rajendra Prasad
Srivastava | Accountant, Municipal Board, Gorakhpur. |
| 44. Sri G. D. Pandey | Executive Officer, Municipal Board, Etawah. |
| 45. Sri Gopal Ram Misra | Accountant, Municipal Board, Faizabad. |
| 46. Sri Fahimuddin | Accountant, Municipal Board, Meerut. |
| 47. Sri Usman Ali | Accountant, Municipal Board, Moradabad. |
| 48. Sri Lal Behari | Accounts Clerk, Municipal Board, Pratapgarh. |
| 49. Sri Laxmi Narain | Executive Officer, Municipal Board, Kasganj. |
| 50. Sri Sunder Lal Srivastava | Office Superintendent, Municipal Board, Bahraich. |
| 51. Sri Shree Ram Gupta | Accountant, Municipal Board, Hardoi. |
| 52. Sri Niazuddin Ahmad | Record Keeper, Municipal Board, Rae Bareilly. |
| 53. Sri V. K. Tewari | Executive Officer, Municipal Board, Jaunpur. |
| 54. Sri Bhagwan Swarup Jain | Accountant, Municipal Board, Aligarh. |
| 55. Sri Raghubir Singh | Accountant Municipal Board, Etah. |

56. Sri Netra Pal	Accountant, Municipal Board, Chandausi.
57. Sri Shri Krishan	Accounts Clerk, Municipal Board, Kasganj.
58. Sri M. P. Misra	Accountant, Municipal Board, Sitapur.
59. Sri Sant Ram	Executive Officer, Municipal Board, Sitapur.

Third Training Course (March 22 to 24, 1975)

60. Sri Virendra Singh, P.C.S.	Officer-in-Charge, Local Bodies, Bijnor.
61. Sri Ram Janam Singh P.C.S.	Officer-in-Charge, Local Bodies, Gonda.
62. Sri Bansi Lal, P.C.S.	Officer-in-Charge, Local Bodies, Jalaun.
63. Sri S. N. Bajpai, P.C.S.	Officer-in-charge, Local Bodies, Etawah.
64. Sri Ram Lakhan Srivastava	Local Bodies Clerk, Gonda.
65. Sri B. D. Jha	Local Bodies Clerk, Etawah.
66. Sri Vishnu Dayal Seth	Local Bodies Clerk, Bijnor.
67. Sri Ram Charan Lal Sharma	Local Bodies Assistant, Jalaun.
68. Sri. T. V. Karmakar	Asstt. Clerk, Municipal Board, Auraiya.
69. Sri Ram Asre Gupta	Accountant, Municipal Board, Auraiya.
70. Sri Gorja Shankar Nigam	Accountant, Municipal Board, Gonda.
71. Sri Bhola Nath Misra	Local Bodies Clerk, Fatehpur.
72. Sri Anant Ram Tripathi	Accountant, Municipal Board, Orai.
73. Sri Pir Mohammad	Accountant, Municipal Board, Kalpi Jalaun.
74. Sri N. B. Singh	Executive Officer, Municipal Board, Gonda.
75. Sri Vishnu Lal Avasthi	Executive Officer, Municipal Board, Colonel- ganj, Gonda.
76. Sri R. B. Singh	Accountant, Municipal Board, Balrampur Gonda.
77. Sri M. P. Sharma	Executive Officer, Municipal Board, Jalaun.
78. Sri Rajendra Prasad Divedi	Head Clerk, Municipal Board, Jalaun.
79. Sri Abdul Wahee	Accounts Clerk, Municipal Board, Sandila.
80. Sri K. C. Agarwal	Accountant, Municipal Board, Konch.
81. Sri Syed Hasan S. Naqvi	Executive Officer, Municipal Board, Lakhimpur.
82. Sri Jamuna Prasad	Accountant Municipal Board, Lakhimpur.
83. Sri Abdul Wakil Khan	Accountant, Municipal Board, Gola Gokaran- nath.
84. Sri Krishna Lal Avasthy	Local Bodies Clerk, Kheri.

APPENDIX-VIII

REGIONAL CENTRE FOR RESEARCH & TRAINING IN MUNICIPAL ADMINISTRATION LUCKNOW UNIVERSITY

BUDGET PROPOSALS FOR 1974-75

PART A

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

I. Establishment	1974 75 Rs.
(i) 1. Professor - One (Rs. 1800-2000 approx.)	22,550
2. Lecturer - One (Rs. 700-1600 approx)	11,000
3. Research Officer - One (700-1600)	11,208
4. Research Associates - Three (400-750)	25 699-20
5. Junior Research Associates -two (400-750)	13,231-20
6. Publication Officer - One (400-750)	7,427-40
7. Administrative Officer - One (400-750)	7,998-80
8. Senior Clerk - One (300-500)	5,422-48
9. Junior Clerk - (230-380)	4,576-12
10. Janitors - Two (185-3-265)	4,951-68
11. Peon - One (165-2-215)	2,944-12
	<hr/> 1,17,009-00
(ii) Lump Provision for leave salary	<hr/> 9,6 5-00
(iii) Provident fund Contribution to permanent employees of the University according to rules.	<hr/> 11,500-00
(iv) Lump provision for future increases in the rates of Dearness Allowances	<hr/> 5,400-00

II. OTHERS

FURNITURE AND EQUIPMENT

	1,000-00
Carried over	<hr/> 1,44,524-00

APPENDIX III Contd.

		B. F. 1,44,524-00
(15)	Seminars, Conferences, Training Courses, Field Cost, Overhead and Honorarium to Guest Speakers (including entertainment and honorarium to Part-time Directors)	
(a)	Seminars	Rs. 5,000-00
(b)	Training Courses	Rs. 5,000 00
(c)	Field Cost & Overhead	Rs. 6,000-00
(d)	Honoraria to Guest Speakers	Rs. 6,000-00
		<hr/>
(16)	Books, Journals, Periodicals, publications, Printing and Stationery—	22,000-00
(a)	Books, Journals & Periodicals	Rs. 5,000-00
(b)	Publication of Reports	Rs. 4,000-00
(c)	printing and Stationery	Rs. 6,000-00
		<hr/>
(17)	Preparation of Reading materials for students and researchers.	15,000-00
		1,000-00
(18)	International Seminars and Conferences (Taken)	1,000-00
(19)	Miscellaneous Contingency	7,000-00
	Total—	<hr/> 1,90,524-00 <hr/>

APPENDIX-VIII

PART B

Statement Showing expenditure on the existing staff of the Centre.

(To be met of the grant of State Government)

A. Recurring:		Amount
Establishment:		Rs.
1. Research Officer	1	12,259-96
2. Clerk	1	3,933-09
3. Caretaker	1	3,013-41
4. Masalchi	1	2,931-25
5. Sweeper-cum-chowkidar	1	2,976-09
6. Sweepers	2	5,78 -10
7. Chowkidars	2	5,782-10
8. Cook	1	2,980-40
9. Driver	1	2,865-81
10. Mali	1	2,641-90
11. Bearers	4	11,003-03
12. Allowance to Hostel-in-charge		1,200-00
13. Leave Salary		4,033-75
14. Arrears of House Rent, C. C. A. & D. A.		1,381-19
15. Lump provision for future increases in the rates of D.A.		2,000-00
Total		64,781-08
Others		
1. Books		7,000-00
2. Publication		5,000-00
3. Visiting Professors/Advisors/Consultants		20,000-00
4. field cost		5,000-00
5. Miscellaneous & T. A. (for Centre)		5,000-00
6. Electricity & Maintenance		12,000-00
7. Phone		1,500-00
8. House and Water Tax		Nil
9. Uniforms to Class IV employees		2,000-00
10. Registration, Insurance and repairs of Jeep		3,000-00
11. Petrol		5,000-00
12. Miscellaneous (for Hostel)		3,000-00
13. Magazines & Games		1,000-00
		69,500-00
B. Non-recurring		64,716-00

STAFF OF THE CENTRE

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|--|---|
| 1. Dr. D. P. Singh
M. A., LL. B., Ph. D. | Prof. & Head, Department of
Public Administration and
Director of the Centre. |
| 2. Dr. K. Sreeram
M. A., Ph. D. | Lecturer |
| 3. Sri S. N. Singh
M. A. (POL. SC)
M. A. (PUB. ADM.) | Research Officer |
| 4. Vacant | Research Officer |
| 5. Sri Karunesh Chandra
M. A. | Research Associate |
| 6. Sri K. N. Srivastava
M. A., LL. B. | Research Associate |
| 7. Sri F. H. Siddiqui
M. A., LL. B. | Research Associate |
| 8. Km. Krishna Dwivedi
M. A. | Junior Research Associate |
| 9. Vacant | Junior Research Associate |
| 10. Sri S. T. H. Zaidi
M. A. | Publication Officer |
| 11. Sri N. N. Sinha
M. A. | Administrative Officer |
| 12. Vacant | Senior Clerk |
| 13. Sri K. B. Singh
M. A. | Junior Clerk |