

# M.A., Police Administration

## (Master of Arts) Programme Project Report Detailed Syllabus

Non-Semester Pattern from  
2021 Calendar Year



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்  
**Tamil Nadu Open University**

[A State Open University established by Government of TamilNadu, Recognized by UGC-DEB,  
Member in Asian Association of Open Universities and Association of Commonwealth Universities]

**School of Politics and Public Administration**

# MASTER OF ARTS (M.A., Police Administration)

## PROGRAMME PROJECT REPORT & DETAILED SYLLABUS

Non-Semester Pattern  
Calendar Year 2021 onwards



## தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம் Tamil Nadu Open University, Chennai

(A state open University Established by Government of Tamilnadu,  
Recognized by UGC & DEB, Member in Asian Association of Open  
Universities & Association of Commonwealth Universities)

## SCHOOL OF POLITICS AND PUBLIC ADMINISTRATION

No. 577, Anna Salai, Saidapet, Chennai – 600 015.  
TamilNadu, India.



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**SEPTEMBER 2020**



# Tamil Nadu Open University

[A State Open University established by Government of Tamil Nadu, Recognized by UGC-DEB,  
Member in Asian Association of Open Universities and Association of Commonwealth Universities]

**No- 577, Anna Salai, Saidapet, Chennai -600015, Tamil Nadu, India**

**Prof. K.Parthasarathy**  
Vice-Chancellor

## FOREWORD

My dear Learners, Vanakkam,

I deem it a great privilege to extend a hearty welcome to you to the Post Graduate Programme being offered by the Tamil Nadu Open University (TNOU). I also appreciate your keen interest of know about the curriculum of the Programme, in which you shall gain an enthralling experience, and pleasurable and beneficial learning.

With passing a specific act in the Tamil Nadu Legislative Assembly (TNLA) in 2002, the TNOU came into existence as a State Open University (SOU). It has been offering the socially relevant academic Programmes in diverse disciplines with due approval of the University Grants Commission (UGC) and the Distance Education Bureau (DEB), New Delhi since its inception. This Post Graduate Programme is one among the approved Programmes.

The Board of Studies, a statutory academic body of the University, consisting of the versatile scholars, eminent teachers including both internal and external, well acclaimed industrialists, outstanding alumni, and prospective learners as members, has designed the robust curriculum of this Programme. The curriculum is overhauled to be more suitable to the socio-economic and scientific needs in the modern era based on the emerging trends in the discipline of State and National as well as International level and accordingly, modified to our local context. Moreover, the whole syllabi of this Programme have special focuses on promoting the learners to the modern learning environment.

With a Credit System / Choice Based Credit System (CBCS), this Programme is offered in semester / non-semester pattern. The Self-Learning Materials that are the mainstay of pedagogy in the Open and Distance Learning (ODL) have been developed incorporating both the traditional and the modern learning tools, like web-resources, multi-media contents, text books and reference books with a view to providing ample opportunities for sharpening your knowledge in the discipline.

At this juncture, I wish to place on record my deepest appreciations and congratulations to the Chairperson and the Members of the Board of Studies concerned for having framed the curriculum of high standard. I would also like to acknowledge the Director, the Programme Coordinator and the members of staff of the respective School of Studies for their irrevocable contributions towards designing the curriculum of this Programme.

Last but not least, I register my profuse appreciation to Prof. S. Balasubramanian, the Director (i/c), Curriculum Development Centre (CDC), TNOU, who have compiled this comprehensive Programme Project Report (PPR) that includes the regulations and syllabi of the Programme, and also facilitated the designing in the form of e-book as well as printed book.

I am immensely hopeful that your learning at TNOU shall be stupendous, gratifying, and prosperous. Wish you all success in your future endeavours!

With regards,

Date: 05.10.2020

(K.PARTHASARATHY)



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# TAMIL NADU OPEN UNIVERSITY

School of Politics and Public Administration

## M.A., POLICE ADMINISTRATION

**Programme's mission and Objectives:** M.A.Police Administration is designed to satisfy the needs of the individuals and students who have interests in various aspects of Police Administration. The students will learn and acquire knowledge in with western and Indian Policing, nuances as well as theories connected to the functioning of the enforcement agency, investigation, interrogative practices, procedures, legislative laws and various other inter related aspects. It pays away for orientation for future research prospects in the field of police administration.

**Relevance of the Programme with HEI's Mission and Vision:** The Programme M.A.,Police Administration is offered to meet current demands of the youth and public. Also, to create awareness on the public service aspects to the society. This Programme aims to creating equity in education by providing opportunity to rural people for whom higher Education in unreachable.

**Nature of prospective target group of Learners:** Master of Arts (Police Administration) is meant for students who have completed a Degree Programme from recognized University. The course has been designed keeping in mind the individuals who are in public service and also the students who are interested in Police Administration and civil services.

**Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence:** The Master Degree programme in Police Administration has a lot of scope in the Civil Service Examinations. As outcomes of the programme, students may gain knowledge in the M.A., Police Administration plays a crucial role in enriching the knowledge base of individuals who has interest in police administration. This programme offers career opportunities in the police department. As outcome programme students may gain knowledge

about the honesty, Police ethics and integrity and Consistent discipline and the high quality of law enforcement services. Students further obtain the ideas of legal system and police, police and functional agencies and comparative police administration which will help the students to act quality of law enforcement service.

**Instructional Design:** The Curriculum and the Syllabus for Master of Arts in Police Administration Programme has been designed to provide the recent developments in International Relations, has been included in the enriched M.A, (Police Administration) Syllabus to meet out the present day needs of academic and Research, Institutions and Industries. The course for the degree of Master of Arts in Police Administration shall consist of two years (Two Semester) and the medium of instruction is English.

The Master of Arts in Police Administration Programme is offered through the Learner Support Centres established by TNOU in the affiliated Arts and Science College, where the same Programme is offered through Conventional Mode.

The Faculty Members available at Department of Police Administration, School of Politics of Politics and Public Administration of Tamil Nadu Open University and the faculties approved as Academic Counselors of TNOU at Learner Support Centres will be used for delivering the Master of Arts Degree Programme in Police Administration.

The credits systems suggested as per UGC-ODL Regulations-2020 have been assigned to The Master of Arts in Police Administration Programme. The total number of credit assigned for the Programme is 64. The Self Learning Materials in the form of print, e-content and audio/video materials wherever required has also been developed for the Programme.

### **Procedure for admissions, curriculum transaction and evaluation:**

**Eligibility:** Eligibility for an Admission to the Master of Arts in Police Administration is any Master Degree from reganized University (10+2,+3 pattern) The Programme Fee is Rs.7,600/- for two years, and Registration and other Charges. The admission are carried out by Tamil Nadu Open University and through its Regional Centres located within the State of Tamil Nadu. The Theory Counselling and the Practical Counselling will be conducted through the Learners Support Centres of Tamil Nadu Open University. The evaluation will be carried by Tamil Nadu Open University consists of Continuous Internal Assessment through Assignment and External Assessment through Term End Examination.

**Financial Assistance:** SC/ST Scholarship available as per the norms of the State Government of Tamil Nadu. Complete Admission fee waiver for the Physically challenged/ differently abled persons.

**Policy of Programme delivery:** The Academic Calendar for the Programme will be available for the learners to track down the chronological events/ happenings. The Counselling schedule will be uploaded in the TNOU website and the same will be intimated to the students through SMS.

**Evaluation System:** Examination to Master Degree Programme in Police Administration is designed to maintain quality of standard. Theory will be conducted by the University in the identified Examination Centres. For the Assignment students may be permitted to write with the help of books/materials for each Course, which will be evaluated by the Evaluators appointed by the University.

**Assignment :** 30 Marks – Through Continuous Internal Assessment (CIA)

**Theory Examinations:** Students shall normally be allowed to appear for Theory Examination after completing the Assignments. The Term End Examination shall carry of marks and the Question Paper has Two Sections : A and B for the Duration of 3 Hours.



## Question Pattern for Theory Examinations:

**Course :M.A., POLICE ADMINISTRATION**

**Course Code:MAPA**

**Time :3 hours**

**Maximum marks : 70**

### **PART - A (5x5 = 25 marks)**

Answer any five questions out of Eight questions in 300 words

All questions carry equal marks

1. From Block- I
2. From Block - II
3. From Block- III
4. From Block- IV
5. From Block–V
6. From any Block
7. From any Block
8. From any Block

### **PART - B (3 X 15= 45 marks)**

Answer any Three questions out of Five questions in 1000 words

All Questions Carry Equal Marks

1. From Block- I
2. From Block - II
3. From Block- III
4. From Block- IV
5. From Block–V

### **Passing Minimum:**

For Theory Examination: The candidates shall be declared to have passed the examination if the candidate secures not less than 32 marks in the University examination in each theory paper and overall 50 percent in both Term End Examination and Continuous Internal Assment (Assignment) taken together.

**Classification of Successful Candidate:** Candidates who pass all the Courses and who

secure 60 per cent and above in the aggregate of marks will be placed in the First Class. Those securing 50 per cent and above but below 60 per cent in the aggregate will be placed in the Second Class.

### **Requirement of laboratory and Library Resources:**

The Programme will be offered through the Learner Support Centre (LSC) maintained by Tamil Nadu Open University. The LSC's have the required infrastructural facilities to conduct the Counselling for the students who wish clear their doubts and also they are having well equipped laboratory facilities relevant to the Master Degree Programme in Police Administration.

A well-equipped Library is available in the University Headquarters with about 24,000 books and lot of research journals. The Learners Support Centre through which the Degree Programme is to be offered is also equipped will a full-fledged library having books and journals related International Relations.

### **Cost estimate of the Programme and the provisions:**

	<b>Details</b>	<b>Amount in Rs.</b>
1	Programme development and launching cost (Expenditure)	12,23,300
2	Programme Fee charged for 2 years per student (Income)	7,600
3	Examination Fee charged for 2 years (Income) per student	1500
4	Examination expenses per student for 2 years per student (Expenditure)	3,600

**Quality Assurance Mechanism & Expected Programme Outcome:** The Quality of the Master Degree Programme in Police Administration is maintained by adopting the curriculum suggested by the UGC and TamilNadu State Council for Higher Education. As per UGC guidelines the core courses, elective courses, subject specific elective courses, skill enhancement courses are included in the Programme.

The curriculum of Master of Arts Degree Programme in Police Administration was Approved by the Board of Studies held on 19.06.2020. As a part of Quality

assurance the curriculum for the Programme will be updated once in three years. Necessary steps will be taken to obtain feedback from the students and the Academic Counsellors who are part of the Programme for effective delivery of the Programme. After Completion of the Master of Arts Degree Programme in Police Administration. The Learners will acquire Knowledge about the honesty, Police ethics and integrity and Consistent discipline and the high quality of law enforcement services. Students further obtain the ideas of legal system and police, police and functional agencies and comparative police administration which will help the students in competitive examinations.

**School of Politics and Public Administration**  
**M.A., POLICE ADMINISTRATION**  
**For Calendar Year 2021 onwards**  
**Programme Structure for M.A., police Administration**

Course Code	Course Title	Credits	Spot Assignment	Theory TEE	Total Marks
<b>First year</b>					
MAPA 11	Introduction to Police Administration	6	30	70	100
MAPA 12	Indian Constitution and Basic legislations	6	30	70	100
MAPA 13	Police Organisation	6	30	70	100
MAPA 14	Police ethics, integrity and human rights	6	30	70	100
MAPA 15	Research Methodology (Or) Police station Management	8	30	70	100
<b>Total</b>		<b>32</b>	<b>150</b>	<b>350</b>	<b>500</b>
<b>Second year</b>					
MAPA 21	Police investigation	6	30	70	100
MAPA 22	Community policing	6	30	70	100
MAPA 23	Basics of forensic science and forensic medicine	6	30	70	100
MAPA 24	Special legislations	6	30	70	100
MAPA 25	Project/ Dissertation (or) Criminal justice Administration	8	30	70	100
<b>Total</b>		<b>32</b>	<b>150</b>	<b>350</b>	<b>500</b>

*\*Continuous Internal Assessment (CIA)*

*\*\* Term End Examination (TEE)*



**M.A.,POLICE ADMINISTRATION**  
**I YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>INTRODUCTION TO POLICE ADMINISTRATION</b>
<b>COURSE CODE</b>	<b>MAPA- 11</b>
<b>COURSE CREDIT</b>	<b>6</b>

**COURSE OBJECTIVES**

While studying the **Introduction to Police Administration**, the student shall be able:

- To trace out the history of policing
- To know the recruitment procedures at various levels and cadres
- To understand their basic duties and responsibilities
- To discuss about the legal knowledge of police and the pressure, autonomy and accountability of police.

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Understanding the meaning nature, scope and significance of police administration.
- Examine the work ethics role of police in Indian democracy, Police ethics and code of conduct and police culture
- Describe the professional attitude of the organisation of police department of home affairs and maintenance of law and order in the state government
- Evaluate the role of police in civil service judiciary and politics and police and Election process in India
- To Assess the legal knowledge of police and the pressure, autonomy and accountability of police.

## Syllabi

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### **BLOCK I - INTRODUCTION**

- Unit-1** History and development of Indian Police
- Unit-2** Police Act, 1861
- Unit-3** Madras City Police Act, 1888
- Unit-4** Policing in Ancient, Medieval and Modern India

### **BLOCK II - RECRUITMENT**

- Unit-5** Recruitment and training of Constables, Sub-Inspectors and Deputy Superintendents of Police
- Unit-6** Indian Police Service
- Unit-7** Police powers and Duties
- Unit-8** Arrest, search and seizure

### **BLOCK III - POLICE DUTIES**

- Unit-9** Observation and investigation
- Unit-10** Collecting criminal intelligence
- Unit-11** Guarding and escorting
- Unit-12** Arrest of the accused persons

### **BLOCK IV - POLICE ROLE IN PREVENTION**

- Unit-13** Prevention of crime
- Unit-14** Patrolling
- Unit-15** Surveillance
- Unit-16** Intelligence
- Unit-17** Maintenance of law and orders

### **BLOCK V - ORGANIZATIONAL STRESS IN POLICE FUNCTIONING**

- Unit-18** The concept of stress
- Unit-19** Cumulative stress caused by job related
- Unit-20** Social and Intra-personal stresses and loads

## Reference:

1. Diaz, S. m. (1976), New Dimensions to the Police role & functions in India.
2. Mehra, Ajay, K. (1985), Police in changing India, Usha publications.
3. Misra, S. C., (1970), Police administration in India, Mt. Abu, National Police Academy.
4. Mullick, B. N. (1969), A philosophy for the police, Allied publishers, New Delhi
5. Prasher, rajinder., (1986), Police administration, Deep and Deep publications.
6. Shah, Giri raj., (1989), Indian police, Cosmo publications.
7. Sharma, P.D., (1985), Police and Criminal Justice administration in India, Uppal Publishing house.
8. Kuldip Sharma, (2006), Heanen's Light our guide – The Genesis of Indian Police, Macmilan India Ltd., New Delhi



**M.A.,POLICE ADMINISTRATION**  
**I YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>INDIAN CONSTITUTION AND BASIC LEGISLATIONS</b>
<b>COURSE CODE</b>	<b>MAPA- 12</b>
<b>COURSE CREDIT</b>	<b>6</b>

**COURSE OBJECTIVES**

While studying the, **Indian Constitution and Basic Legislations** the student shall be able:

- To assimilate the basic tenets of the Constitution
- To know about the various processes of administration as mentioned in the Constitution
- To create awareness on the duties of the state and the citizen
- To discuss about the appointment of Constitutional Authorities and their functions

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Understanding the basic tenets of the Constitution
- Evaluate the various processes of administration as mentioned in the Constitution
- Awareness on the duties of the state and the citizen
- Analyses the Arrest of persons, Warrant of arrest, Search warrants

**Syllabi**

**BLOCK I - INTRODUCTION TO CONSTITUTION OF INDIA**

**Unit-1** The constitutional frame work and Salient Features

**Unit-2** Preamble



**Unit-3** Definition of State

**Unit-4** Basic structure of the legislature, Judiciary and Administrators

**Unit-5** Emergency Provision under the Indian Constitution

## **BLOCK II - CONSTITUTIONAL GUARANTEES AND OBLIGATIONS**

**Unit-6** Fundamental Rights - PART III

**Unit-7** Directive Principles of State Policy – Part IV

**Unit-8** Duties under the Constitution of India – Part IVA

**Unit-9** Constitutional Remedies - Writs under article 32 and 226

**Unit-10** 73rd and 74th Amendment Act

## **BLOCK III - APPOINTMENT OF CONSTITUTIONAL AUTHORITIES AND THEIR FUNCTIONS**

**Unit-11** Democratic Bodies

**Unit-12** President – Prime Minister – Council of Ministers

**Unit-13** Governor – Chief Minister and Council of Ministers

**Unit-14** Election Commissions and Article 324 of the Constitution

## **BLOCK IV - CRIMINAL PROCEDURE**

**Unit-15** Arrest of persons, Warrant of arrest, Search warrants

**Unit-16** Investigation, Search, Seizure and Summons

**Unit-17** Inquiry, Interrogation

**Unit-18** Bail proceedings and Remand

## **BLOCK V - INDIAN PENAL CODE AND EVIDENCE**

**Unit-19** Offences against person

**Unit-20** Offences against Property

**Unit-21** General Exceptions

**Unit-22** Evidence, Admissibility and relevancy, Confession, Dying declaration

### **Books for references**

1. Basu, D.D., Introduction to the Constitution of India, Waidhwa & Co, New Delhi 2000.
2. Ratanlal & Dhirajlal's the Indian Penal Code (Act XLV of 1860).
3. Thakore, D. (2010). Ratanlal & Dhirajlal's The Law of Evidence (Act I of 1872).
4. Ratanlal & Dhirajlal. (1984). The code of criminal procedure. Nagpur: Wadhwa Sales corporation.



**M.A.,POLICE ADMINISTRATION**  
**I YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>POLICE ORGANIZATION</b>
<b>COURSE CODE</b>	<b>MAPA- 13</b>
<b>COURSE CREDIT</b>	<b>8</b>

**COURSE OBJECTIVES**

While studying the **Police organization**, the student shall be able:

- To know about the organisation and structure of police organisation
- To have a complete understanding of all the process in police personnel administration
- To know about the other functionaries assisting the police

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Understanding the importance of the police organisation and structural significance of the police.
- Analyses of the various wings of the police force in both the centre and the state.
- Assess the special procedures pertaining to the recruitment and training of women police.

**Syllabi**

**BLOCK I - CENTRAL POLICE ORGANIZATIONS**

**Unit-1** National Police Academy, NICFS

**Unit-2** National Security Guard, Intelligence Bureau, Central Finger Print Bureau

**Unit-3** CBI, RAW, CRPF, BSF, ITBP, RPF, CISF

**Unit-4** BPRD, NCRB

## **BLOCK II - STATE POLICE ORGANIZATIONS**

- Unit-5** Tamil Nadu Special Investigation Team, Special Branch, Security Branch, Q Branch
- Unit-6** Crime Branch, CCIW, Anti-Dacoit Cell, Video Piracy Cell, Narcotics Intelligence Bureau
- Unit-7** Idol Wing, Special Investigation Team
- Unit-8** Human Rights and Social Justice

## **BLOCK III - OTHER SPECIAL BRANCHES OF POLICE**

- Unit-9** Traffic
- Unit-10** Crime and special branches
- Unit-11** Organization of the armed reserve
- Unit-12** Tamil Nadu Special Police

## **BLOCK IV - WOMEN POLICE**

- Unit-13** Women Police in India
- Unit-14** Duties and responsibilities of Women Police
- Unit-15** Recruitment and training of women police
- Unit-16** Women police and social welfare

## **BLOCK V - ORGANIZATIONS WORKING FOR POLICE**

- Unit-17** Finger Print Bureau, its divisions and organization
- Unit-18** Duties of Tamil Nadu Finger Prints Bureau
- Unit-19** Tamil Nadu Police Computer Wing
- Unit-20** Home guards

### **Books for references**

1. Aleem, Shamim, (1991), Women in Indian Police, Sterling Publishers Private Limited.
2. Krishna mohan mathur (1994), Indian Police: Role and Challenges, Gyan Publishing House, New Delhi.
3. Sankar Sen (1986), Police Today, Ashish Publishing House, New Delhi.



**TAMIL NADU OPEN UNIVERSITY**  
**SCHOOL OF POLITICS AND PUBLIC ADMINISTRATION**  
**CHENNAI – 15**

**M.A.,POLICE ADMINISTRATION I**  
**I YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>POLICE ETHICS, INTEGRITY AND HUMAN RIGHTS</b>
<b>COURSE CODE</b>	<b>MAPA- 14</b>
<b>COURSE CREDIT</b>	<b>6</b>

**COURSE OBJECTIVES**

While studying the **Police Ethics, Integrity and Human Rights** the student shall be able:

- To highlight the importance of human rights ethics and integrity in police administration
- To outline the ethical measures to be adopted by them
- To understand the unethical and immoral practices which has to be avoided in the system
- To discuss the importance of the applied ethics in police administration and codes of ethics and integrity in police administration

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Understanding the values of the Ethics on values conduct character on morality on law theory of criminal behaviour and applied ethics in police administration.
- Assess the value of the theoretical orientations to ethics, moral and ethical development
- Analyse the importance of professional values and ethics in police environment.
- Examine the status of the contemporary international issues in ethics and counter Terrorism, Human baring issues and its eradication.
- Assess the importance of the applied ethics in police administration and codes of ethics and integrity in police administration

## Syllabi

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### **BLOCK I - INTRODUCTION**

- Unit-1** Conceptual definition of Ethics, values and Human rights
- Unit-2** Conduct, Character, Law and Morality
- Unit-3** Various Human Rights Commissions

### **BLOCK II - ETHICS**

- Unit-4** Professional Ethics and values
- Unit-5** Ethical Leadership
- Unit-6** Moral and Ethical Values in Police Administration
- Unit-7** Integrity in the police functioning

### **BLOCK III - POLICE APPROACHES**

- Unit-8** Code of Conduct for the police (National Police Commission, 1977)
- Unit-9** Impartial law enforcement practices
- Unit-10** Application of force
- Unit-11** Integrity and faithful performance of the duties

### **BLOCK IV - POLICE VIOLATIONS**

- Unit-12** Custodial crimes and torture
- Unit-13** Custodial death, rape
- Unit-14** Use of third degree methods
- Unit-15** Important Case Laws

### **BLOCK V - CAUSES AND PREVENTION**

- Unit-16** Permissivity for human rights violations
- Unit-17** Compelling conditions
- Unit-18** Insincere exhortations
- Unit-19** Purposeful reluctance to use scientific aids to investigation
- Unit-20** Bribing and corruption

## Books for references

1. Delative, J., Character and cops: Ethics in Policing, American enterprise institute for public policy research, Washington, D.C. 1989.
2. Rickey Lashiey, D., Police work: The Need for Noble Character, Stanstojkovic, west part, 1995.
3. Dowine, R.S., Roles and values: An introduction to social ethics, Methuen & Co Ltd, London.
4. Stephen, J., Freeman, Ethics an introduction to Philosophy and practice, Wadsworth United States, 2000.
5. Judith, Bose, A., Ethics for life, an interdisciplinary & Multicultural introduction, Mayfield publishing company, London, 1998.
6. William Lillie, An introduction to Ethics, Allied publishers limited, India, 2001.



**M.A.,POLICE ADMINISTRATION**  
**I YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>RESEARCH METHODOLOGY (Optional)</b>
<b>COURSE CODE</b>	<b>MAPA- 15</b>
<b>COURSE CREDIT</b>	<b>8</b>

**COURSE OBJECTIVES**

While studying the **Research Methodology**, the student shall be able:

- To provide a basic understanding of research methodology
- To equip the learners with the ability to select research topic and make project proposals
- To endow the students with knowledge of research methods
- To describe the data collection techniques
- To demonstrate and provide sufficient practice in data analysis techniques
- To explain the basic statistical techniques used for date analysis

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- understanding the a basic understanding of research methodology
- knowing the the learners with the ability to select research topic and make project proposals
- analyses the students with knowledge of research methods
- evaluate the data collection techniques
- assess and provide sufficient practice in data analysis techniques
- understanding the basic statistical techniques used for date analyse

## Syllabi

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### **BLOCK 1 - INTRODUCTION TO RESEARCH**

- Unit-1** Nature and definition of research
- Unit-2** selecting a research problem
- Unit-3** Literature review
- Unit-4** framing a research proposal

### **BLOCK II - RESEARCH PROCESSES**

- Unit-5** Variables and Hypothesis
- Unit-6** Objectives and Research questions
- Unit-7** Research methods - descriptive, analytical, comparative, survey, case study
- Unit-8** Pilot study; reliability and validity

### **BLOCK III - DATA COLLECTION**

- Unit-9** Types of data
- Unit-10** Methods of data collection - observation, interview
- Unit-11** Research tools - questionnaires, schedules and scales
- Unit-12** Sampling: probability - simple random, systematic, stratified, multi stage
- Unit-13** Non probability - snowball, purposive

### **BLOCK IV - DATA ANALYSIS**

- Unit-14** Report writing
- Unit-15** Interpretation of results
- Unit-16** Quantitative and qualitative analysis
- Unit-17** Documentation, Chaptalization and References

### **BLOCK V - STATISTICS**

- Unit-18** Measures of Central Tendency - Mean median and mode
- Unit-19** Measures of variability: Range, quartile deviation, standard deviation and coefficient Correlation
- Unit-20** Inferential statistics, 't' test, Chi-square test, F-test, Analysis of variance
- Unit-21** SPSS



## **Books for Reference**

1. Babbie, E. (2011). *Adventures in social research: Data analysis using IBM SPSS statistics* (7th ed.). Los Angeles, California: Pine Forge Press.
2. Gilbert, N. (Ed.) (2001). *Researching social life*. London: SAGE.
3. Kothari, C. R. (1996). *Research methodology: Methods & techniques* (2nd ed.). New Delhi:
5. Silverman, D. (2004). *Qualitative research*. London: SAGE.
6. Young, Pauline V. (1966). *Scientific social surveys & research* (4th ed.). Englewood Cliffs, NJ: Prentice Hall



**M.A.,POLICE ADMINISTRATION**  
**I YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>POLICE STATION MANAGEMENT (Optional)</b>
<b>COURSE CODE</b>	<b>MAPA- 15 B</b>
<b>COURSE CREDIT</b>	<b>8</b>

**COURSE OBJECTIVES**

While studying the **Police Station Management (Optional)**, the student shall be able:

- To understand the complete functioning of the police station
- To know about the various records maintained in the police station
- To describe the documentation processes in the police stations

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Be thorough with the police station routines
- Description of all the records maintained in the police station regarding the administration as well as the accused details.
- Documents related to other functions of the police station like traffic regulation etc.

**Syllabi**

**Block I Police Station Routine**

**Unit 1** Roll Call, Station Guards

**Unit 2** Duties of Prevention of Crime

**Unit 3** Protection of law and order

**Unit 4** Weekly routine duties of police men in cities and villages

## **Block II Police Station Records – administration**

- Unit 5** General Diary, Sentry Relief Book
- Unit 6** Duty Roster, Village roster
- Unit 7** Government Property register
- Unit 8** Gun license register, arms deposit register
- Unit 9** Process register, Tapal register

## **Block III Records – related to the accused**

- Unit 10** Prisoner's search register, search list
- Unit 11** Arrest card, Bail bond
- Unit 12** Petty case register
- Unit 13** Crime cards, Crime memo
- Unit 14** Community Service Register, FIR

## **Block IV Other important functions of a police station**

- Unit 15** Police Writer's Duties
- Unit 16** Executing warrants and summons
- Unit 17** Crime Investigation
- Unit 18** Interrogation and prevention of crime

## **Block V Traffic regulation duties**

- Unit 19** Duties on main traffic junctions
- Unit 20** Patrolling
- Unit 21** Duty at the railway stations

### **Reference:**

1. Krishna Mohan Mathur, (1989), Internal Security Challenges and Police in a Developing Society, RBSA Publishers
2. Saha, B. P. (1990), Indian Police: Legacy and quest for formative role, Konark Publishers Private Limited



**M.A.,POLICE ADMINISTRATION**  
**II YEAR - II NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>POLICE INVESTIGATION</b>
<b>COURSE CODE</b>	<b>MAPA- 21</b>
<b>COURSE CREDIT</b>	<b>6</b>

**COURSE OBJECTIVES**

While studying the **Police Investigation**, the student shall be able:

- To learn about the general investigation procedures adopted by the police
- To understand the documents and methods of investigation
- To understand the modalities used for dealing with various types of crime and criminals

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Understanding the general investigation procedures in police organisation
- Learn about the methods and documents used for investigation.
- Examine the crime scene associated procedures.
- Analyse the modalities used for dealing with various types of crime and criminal

**Syllabi**

**Block I General Investigation**

- Unit-1** Crime investigation
- Unit-2** Phases of investigation
- Unit-3** Investigation of grave crimes
- Unit-4** Qualities of investigating officers

## BLOCK II - METHODS OF INVESTIGATION

- Unit-5** Modus operandi method
- Unit-6** Crime map
- Unit-7** Interrogation, Witnesses, Evidence collection
- Unit-8** Identification parade and use of informers

## BLOCK III - DOCUMENTS USED FOR INVESTIGATION

- Unit-9** First information report, Charge sheet, Case diary
- Unit-10** Statements of witnesses and confessions of the accused
- Unit-11** Memo of evidence and final report
- Unit-12** All other documents or relevant extracts thereof, on which the prosecution proposes to rely

## BLOCK IV - CRIME SCENE AND ASSOCIATED PROCEDURES

- Unit-13** Examination and description of the scene of crime
- Unit-14** Search for hidden objects, photographs, sketches and clues
- Unit-15** Cases involving injuries from firearms
- Unit-16** Examination of weapons, cartridge cases, wads, stains and Injuries

## BLOCK V - VARIOUS TYPES OF INVESTIGATION PROCEDURES

- Unit-17** Investigation of homicide, Dacoit, Burglary, special forms of thefts, frauds
- Unit-18** Drugging and poisoning, gangs, riots, arsons, explosives
- Unit-19** Counterfeiting of coins and currency notes
- Unit-20** Kidnapping and abduction, Rape and other carnal offences

### Books for Reference:

1. Ramanujam, T (1992), Prevention and Detection of crime, Madras book agency.
2. Parmar, M.S., Problems of Police Administration, reliance Publishing House, New Delhi, 1992.
3. Jay TilakGuhee Roy, Policing in Twenty First Century, IIPA, New Delhi, 1999.



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**M.A.,POLICE ADMINISTRATION**  
**II YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>COMMUNITY POLICING</b>
<b>COURSE CODE</b>	<b>MAPA- 22</b>
<b>COURSE CREDIT</b>	<b>6</b>

**COURSE OBJECTIVES**

While studying the **Community Policing**, the student shall be able:

- To know about the basic concepts of community policing
- To understand the need to foster the police public relationship
- To define the Planning and Implementing Community Policing
- To discuss the social order, civil society and fear of crime.

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Understanding the basic concepts of community policing
- Know the need to foster the police public relationship
- Analyse the Planning and Implementing Community Policing
- Evaluate the social order, civil society and fear of crime

**Syllabi**

**BLOCK I - Introduction to Community Policing**

- Unit-1** Defining Community Policing
- Unit-2** Multi-agency approaches
- Unit-3** Situational and community crime prevention

## **BLOCK II - PLANNING AND IMPLEMENTING COMMUNITY POLICING**

- Unit-4** Community Policing Models
- Unit-5** Community Policing in Action
- Unit-6** Community policing styles

## **BLOCK III - ACTIVITIES**

- Unit-7** social order, civil society and fear of crime
- Unit-8** improving detection and conviction
- Unit-9** victim services and human rights

## **BLOCK IV - POLICE - PUBLIC RELATIONSHIP**

- Unit-10** Cooperation between the public and the police
- Unit-11** Duties of the police in the welfare state
- Unit-12** Courtesy and May I help You squad
- Unit-13** Friends of Police

## **BLOCK V**

- Unit-14** The Future of Community Policing

### **Books for references**

1. Robert C. Trojanowicz and Bonnie Bucqueroux, (1998) Community policing
2. Jay TilakGuhee Roy, Policing in Twenty First Century, IIPA, New Delhi, 1999 .



**M.A.,POLICE ADMINISTRATION**  
**II YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>BASICS OF FORENSIC SCIENCE AND FORENSIC MEDICINE</b>
<b>COURSE CODE</b>	<b>MAPA- 23</b>
<b>COURSE CREDIT</b>	<b>6</b>

**COURSE OBJECTIVES**

While studying the **Basics of Forensic Science and Forensic Medicine**, the student shall be able:

- To learn the basic tenets of forensic science and its application in police work
- To understand the significant features of forensic medicine and its applications in police investigation
- To understand the nature of the subject and its salient feature in conducting investigation and collection of evidences

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Describe the meaning and objective forensic sciences and forensic medicine.
- Examine the significance of the discipline in police investigation
- Analyse the nature of the subject and its salient feature in conducting investigation and collection of evidences



## Syllabi

### **BLOCK I - INTRODUCTION – FORENSIC SCIENCE**

- Unit-1** Conceptual definitions and Scope
- Unit-2** Basic principles
- Unit-3** Forensic tools and techniques
- Unit-4** Application of Forensic Science

### **BLOCK II - PHYSICAL EVIDENCE**

- Unit-5** Types of physical evidence: Blood, fibre, paint, firearms, tyre marks, fingerprints, footprints, bite marks
- Unit-6** Collection and Preservation of evidence
- Unit-7** DNA Typing
- Unit-8** Forensic anthropology

### **BLOCK III - FORENSIC DOCUMENT EXAMINATION**

- Unit-9** Types of documents
- Unit-10** Tools and techniques for examination and identification
- Unit-11** Types of forgeries, characteristics and detection
- Unit-12** Types of handwriting and its characteristics

### **BLOCK IV - INTRODUCTION – FORENSIC MEDICINE**

- Unit-13** Conceptual definitions
- Unit-14** Medical evidence: Oral and documentary
- Unit-15** Importance of Medico-legal autopsy
- Unit-16** Dying declaration

### **BLOCK V- WOUNDS**

- Unit-17** Definitions
- Unit-18** Types of wounds – Suicidal, accidental, homicidal wounds, firearm wounds
- Unit-19** Characteristics of wounds
- Unit-20** Injuries: thermal injuries, electrical injuries

## Reference Books for references

1. Thomas. Dekal, V. (2014). Exam preparatory manual for undergraduates: Forensic medicine & toxicology (Theory& Practical). New Delhi: Jaypee Brothers Medical.
2. Gardner, R., & Bevel, T. (2009). Practical crime scene analysis and reconstruction. Boca Raton, Florida: CRC Press.
3. N. M. Tripathi. Nageshkumar, G. (2007). Practical forensic medicine. New Delhi: Jaypee Brothers Medical.
4. Nanda, B.&Tewari, R. (2001). Forensic science in India: A vision for the twenty first century. New Delhi: Select Publishers.
5. Subrahmanyam, B. (2001). Modi's Medical Jurisprudence & Toxicology. NewDelhi: Butterworth India



**M.A.,POLICE ADMINISTRATION**  
**II YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>SPECIAL LEGISLATIONS</b>
<b>COURSE CODE</b>	<b>MAPA- 24</b>
<b>COURSE CREDIT</b>	<b>6</b>

**COURSE OBJECTIVES**

While studying the **Special Legislations**, the student shall be able:

- To gain a better appreciation of important domestic legislations affording greater protection
- of human rights
- To understand the objectives of welfare legislations
- To analyse how legislations seek to provide protection against discrimination

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- Understand and learn to protect themselves by the knowledge imparted through legislations.
- Help them to understand the various Laws availed to them.
- Helps them to recognize the non-discriminatory policies adopted by the governments.

**Syllabi**

**BLOCK I - NOTE ON LEGAL INSTRUMENTS**

- Unit-1** Treaty, bilateral and multilateral
- Unit-2** Convention and covenants, eclaration
- Unit-3** Protocol, resolution, charter and statue
- Unit-4** Executive orders

## **BLOCK II - LAWS PROTECTING THE BASIC RIGHTS**

- Unit-5** Protection of Human Rights Act 1993
- Unit-6** Right to Information Act, 2005
- Unit-7** Consumer Protection Act
- Unit-8** Protection of Civil Rights Act, 1955
- Unit-9** The SC and ST (Prevention of Atrocities) Act, 1989

## **BLOCK III - LEGISLATIONS RELATING TO CRIME AGAINST WOMEN**

- Unit-10** Protection of Women from Domestic Violence Act, 2005
- Unit-11** The Dowry Prohibition (amended) Act, 1986
- Unit-12** Sexual Harassment at Workplace (Prevention, Prohibition & Redressal) Act, 2013
- Unit-13** Indecent Representation of Women (Prohibition) Act, 1986

## **BLOCK IV LEGISLATION RELATING TO ORGANISED CRIME AND FINANCIAL CRIME**

- Unit-14** The Immoral Traffic (Prevention) Act, 1956
- Unit-15** The Prevention of Food Adulteration Act, 1954
- Unit-16** Prevention of Money Laundering Act, 2002
- Unit-17** Narcotic Drugs and Psychotropic Substances Act, 1988
- Unit-18** Prevention of Corruption Act, 1988

## **BLOCK V - LEGISLATIONS RELATING TO CRIME AGAINST CHILDREN**

- Unit-19** Child Marriage (Prohibition) Act, 2006
- Unit-20** Child Labour (Prohibition & Regulation) Act, 1986
- Unit-21** Right of Children to Free and Compulsory Education Act, 2009
- Unit-22** POCSO Act

### **Books for Reference:**

#### **BARE ACTS:**

1. Protection of Human Rights Act, 1993
2. Right of Children to Free and Compulsory Education Act, 2009
3. The National Commission for SafaiKaramcharis Act,1993
4. Civil Rights Act, 1955
5. Labour and Industrial Law –S.N.Mishra. Central Law Publication ,Allahabad
6. The Commission of Sati(Prevention) Act
7. SC and ST (Prevention of Atrocities) Act, 19



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**M.A.,POLICE ADMINISTRATION**  
**II YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>RESEARCH PROJECT (Optional)</b>
<b>COURSE CODE</b>	<b>MAPA- 25</b>
<b>COURSE CREDIT</b>	<b>8</b>



**M.A.,POLICE ADMINISTRATION**  
**II YEAR - NON-SEMESTER (DISTANCE MODE)**

<b>COURSE TITLE</b>	<b>CRIMINAL JUSTICE ADMINISTRATION</b>
<b>COURSE CODE</b>	<b>MAPA - 25</b>
<b>COURSE CREDIT</b>	<b>8</b>

**COURSE OBJECTIVES**

While studying the **Criminal Justice Administration**, the student shall be able:

- To comprehend the various features of criminal justice system and Juvenile Justice System
- To outline the structure and functioning of enforcement organization
- To converse the human rights issues in police atrocities and accountability
- To outline the human rights norms in criminal procedure on production of accused before Magistrate.
- To explain the rights of inmates of prison and custodial homes
- To create awareness about the rights of the victims and the support available to them

**COURSE OUTCOMES**

After completion of the Course, the student will be able:

- The students get prepared for opportunities in one or more institutions for the administration of criminal justice
- Familiarised with the realities prevailing within the enforcement organisation
- Recognise the various sentencing strategies and procedures within the judiciary
- Familiarise with the prison culture and correctional administration
- empathise with the victim situation and analyse the assistance program implementation
- create awareness about the rights of the victims and the support available to them

## Syllabi

### BLOCK I

- Unit-1** Components of Criminal Justice System
- Unit-2** Development and structure Juvenile Justice System in India
- Unit-3** Rights of juveniles
- Unit-4** United Nations Standard Minimum Rules for Administration of Juvenile Justice

### BLOCK II - THEORIES OF CRIME

- Unit-5** Differential Association Theory (Sutherland)
- Unit-6** Law of Imitation (Tarde)
- Unit-7** Labelling theory (Lemert)
- Unit-8** Subculture of violence (Wolfgang & Feracutti)
- Unit-9** Social structure and anomie (Merton)

### BLOCK III - JUDICIARY

- Unit-10** Sentencing principles, policies and procedures
- Unit-11** Judicial activism and review
- Unit-12** Rights of the arrested and accused
- Unit-13** Access to justice, concept of fair trial and fair treatment

### BLOCK IV - CORRECTIONAL ADMINISTRATION

- Unit-14** Rights of prisoners
- Unit-15** Nelson Mandela Rules
- Unit-16** Non-institutional and community based methods of corrections - probation, after-care, half way houses
- Unit-17** Preventive detentions and under trials

### BLOCK V - Victim care and protection

- Unit-18** Rights of victims
- Unit-19** United Nations Declaration on the Basic Principles of Justice to Victims of Crime and Abuse of Power, 1985
- Unit-20** Victim service and victim assistance programs – Social support, Coping skills
- Unit-21** Vulnerability analysis

## **Books for references**

1. Dennis Sullivan, (2002), "Handbook of Restorative Justice: A Global Perspective", Berlin,
2. Chockalingam, K., (1996), "Readings In Victimology", Raviraj Publications
3. Mathur, K. M., (1996), "Crime, Human Rights and National Security".
4. Peter Birks, (1995), Reshaping The Criminal Justice & Human Rights, 1995
5. Thilagaraj, R, (2000), "Human Rights & Criminal Justice Administration", Manohar Publications, New Delhi,
6. Handbook of Human Rights and criminal justice in India, South Asian Human Rights Documentation Centre, 2010