

# **MAHATMA GANDHI UNIVERSITY SCHOOL OF INDIAN LEGAL THOUGHT**

**Revised Regulations, Scheme and Syllabus**

**BBA.LLB (Hons.)**

**2019-20**

## SYLLABUS ANNEXURE

### Annexure Number 1

#### PAPER: PRINCIPLES OF MANAGEMENT

Unit-1	Management – Meaning and Definition- Nature & Scope of Management Process-Management Science, Art and Profession- History of Management- Principles of Management: Henry Fayol and F.W Taylor - Manager -Functions of the Manager.
Unit-II	Planning: The meaning & purpose of planning –Types of Planning. Objective& Policies: Objective, policies, Procedures and methods-Nature and type of policies. Decisions making: Process of Decision making –type of Decisions -problems involved in decision making– Quantitative techniques.
Unit –III	Organising and staffing: Types of organization– Organisational structure-span of control-use of staff units and committees. Leading and Delegation-delegation and centralization line and staff relationship staffing.
Unit-IV	Staffing- meaning, importance- Recruitment, sources of recruitment– Selection process training, -Leadership- traits, behaviour and styles, Transactional / transformational leadership.
Unit V:	Directing: Nature and Purpose and directing, controlling: Need for co-ordination – importance of controls- control process- Budgetary and non-Budgetary controls - control of overall performance.

#### Suggested readings:

Koonts & Odonnel	:	Management
Dale Ernest	:	Management-theory practice
Bagar	:	Principles of Management
Dr.Saxen	:	Business Administration& Management
Louis A Allen	:	Professional Management
Jack Dunean W	:	Essentials of Management
Chatterjee	:	Its principles and Techniques

**Annexure Number 2****PAPER: MARKETING MANAGEMENT**

Unit I	:	Meaning and Definition of marketing. Marketing management concepts. Importance of Marketing. Functions of marketing. Marketing environment: various environmental factors affecting the management functions.
Unit II	:	Buyer behaviour- Buying motives- Consumer buying process, Organizational buying. Market segmentation, Bases for segmenting consumer markets, Steps in segmentation process, Market Targeting.
Unit III	:	Marketing mix- Product, Price, Place and Promotion. Product life cycle- Marketing strategies in each stage, Product characteristics and Classifications, Product mix, Product lin. Communication mix- Brand- product and brand positioning, packaging, labelling, warranties and guarantees. Identifying competition–analysing–competitive strategies for market leaders.
Unit IV	:	Pricing-pricing policy, objective factors influence price decisions- pricing a new product, pricing methods, Market structure–definition and types of channel– wholesalers, retailers and middlemen, their functions.
Unit V	:	Digital marketing- Marketing Planning-concept, importance and steps in marketing planning Marketing audit. Marketing risks- Components of modern marketing information system- Internal records and marketing intelligence, the marketing research systems. PEST Analysis.

**Suggested readings:**

Philip Kotler	:	Marketing Management
Ramaswamy& Namakumari	:	Marketing Management
Cundiff& Still	:	Fundamentals of Modern Marketing
Stanton	:	Marketing Management
Sherlekar	:	Marketing Management
Rajan Nair	:	Marketing Management
Jerome Mc.Arthy	:	Marketing Management

**Annexure Number 3**

**PAPER–BUSINESS ECONOMICS**

Unit I	:	Definition, scope, significance, nature and characteristics, role of managerial economist in business decisions: Economic systems
Unit II	:	Demand analysis: - Utility analysis of consumer's demand: indifference curves: consumer equilibrium: elasticity of demand and its measurements
Unit III	:	Demand distinction–durable and non-durable goods, derived and autonomous demand, industry, and company demand: demand forecasting– methods
Unit IV	:	Price determination: Market its definition, types of market structure, price output determination under perfect competition.
Unit V	:	Capital Budgeting: meaning, need for capital expenditure budgeting, capital budgeting process, types of investment decisions, methods of investment decisions (Theory).

**Suggested readings:**

1. Business Economics: Sankaran
2. Business Economics: Sundaran .K.P and Sundram.E
3. Nick Wilkinson, *Managerial Economics – A problem Solving Approach*
4. Gupta G.S , *Managerial Economics*
5. Varshnavy and Maheashwary, *Managerial Economics*

**Annexure Number 4**

**PAPER: PRINCIPLES OF FINANCIAL ACCOUNTING**

Unit I	:	Meaning and scope of Accounting– need bookkeeping and Accounting-Objectives of Accounting–Branches of Accounting-Accounting Principles–International Accounting Standards and accounting standards in India-Accounting Transactions.
Unit II	:	Capital and Revenue-Classification of Income , Expenditure and Receipts–Accounting concepts and Income Measurement–Expired cost, Final Accounts- Manufacturing and Trading Accounts, Profit and Loss Account–Balance Sheets– Suspense Account- Classification location and Rectification of Errors.
Unit –III	:	Concept of Depreciation-Causes-Depletion, amortization and dilapidation– methods of accounting depreciation –Depreciation Accounting- Difference between Trading and non-trading instructions. (Theory)
Unit-IV	:	Hire Purchase-Meaning of hire-purchase contract–Legal provision regarding hire-purchase contract–Instalment purchase system–After sales service. (Theory).
Unit –V	:	Partnership Accounts-Essential characteristics of partnership–Partnership deeds– Joint Life Policy–Reconstitution of a partnership firm-admission of a partner–retirement of a partner–modes of dissolution of a firm (Theory).

**Suggested readings:**

1. S.P. Jain and K.L.Narang –Financial Accounting
2. R.L.Gupta and M.R.\$adhasway–Advanced Accounts
3. T.S.Greol –Financial Accounting

**Annexure Number 5**

**PAPER: FINANCIAL MANAGEMENT**

Unit 1	:	Finance functions, meaning- Definition and scope of finance functions- Profit Maximization Goal, Financial Statement Analysis– Emerging areas in finance, Preparation of comparative & common size statements-analysis& Interpretation
Unit-II	:	Sources of Finance– short term- Bank sources- Long term shares-debentures, preferred stock debt, working Capital Management-Concepts– Determinants–Cash management–Receivables managements. Capital Budgeting, meaning, techniques.
Unit III	:	Financing Decisions: Cost of Capital –cost of specific source of Capital – Equity–Preferred Stock–debt reserves–weighted Average costs of capital structure–Factors influencing Capital Structure- Optimal capital structure (Theory)
Unit IV	:	Ratio Analysis – As a mean to measure business performance– Classification of ratios- Liquidity– Profitability- Solvency– Inter firm comparison.
Unit – V	:	Preparation of Fund Flow & Cash Flow statement.

**Suggested readings:**

P.V.Kulmarni - Financial management - A conceptual Approach

I.M.Pandey-Financial Management

Kahn & Jain -Financial Management

Maheswari–Management Accounting

Presennachandra-Financial Management

**Annexure Number 6**  
**PAPER: BUSINESS ETHICS**

Unit 1-	Nature of Morality –Ethics and Business Ethics– Argument for and against Business Ethics. New issues in Business Ethics. Common Causes of Unethical Behaviour. Business Ethics and Law.  Moral Development and Reasoning.
Unit –II	Utilitarianism- weighing social costs and benefits –Rights and Duties- Moral rights– Negative and Positive Rights –Contractual Rights- Distributive Justices.
Unit-III	Ethics and the Environment– Dimensions of pollution and Resource Depletion– Ethics of pollution control.
Unit IV	Markets and consumer protection– Business firm’s duties to consumer, due care theory- Advertisement ethics- Consumer Privacy – Employee’s obligation to the firm- Firm’s duties to Employees: Employee Rights.
Unit V	Ethics of Job Discrimination- its nature and extent- Ethics in functional departments.

**Suggested readings:**

1. Manual G Veiasquez Pearson-Business Ethics Concepts and Cases
2. Jain.P.Beatriht-Cases in Ethics and the conduct of Business
3. Laura P Hartman-Perspectives in Business Ethics
4. Bajaj and Agarwal – Business Ethics – an Indian Perspective
5. Joseph W Waiss. – Business Ethics : A state holder and issues Management Approach.

**Annexure Number 7**

**Paper : Organizational Behaviour**

Unit – I :	Introduction to Organizational Behaviour – define a successful manager – Absolutes in OB – Challenges and opportunities in OB – Implication for manager – Development an OB Model
Unit – II	Foundations of individual Behaviour – attitudes and job satisfaction – personality and values – industrial decisions making – motivation – early theories of motivation – caveat Emptes – emotions and mood – Employee involvement – rewarding employees. (Case Study)
Unit - III	The group – foundations of group behaviour – understanding work terms – communication – basic approaches to leadership – contemporary issues in leadership – power and politics – conflicts and negotiation. ( Case Study)
Unit – IV	The organizational system – Foundation of organizational structure – Organizational culture.
Unit – V	Organizational Dynamics – What is change – Forces of charge – resistance to change – approaches to managing organizational change - Contemporary change issues for today’s management – work issues and its management. ( Case Study )
Suggested readings	
1.	Essentials of Organizational Behaviour, Stephen P Robbins
2.	Organizational behaviour – a review and reformation of the field’s outcome variable – Annual Review of Psychology, 35, 627 – 666.
3.	Resources, Dennisc era – Annual Review for Psychologist – Vol. 48, pp – 515-546.



**Annexure Number 8**  
**Paper Human Resource Management**

Unit I	<p>Introduction</p> <p>Nature of personnel management: concept, scope, role and function: Levels of management: Challenges of modern personnel management: Organisation of personnel department and its function.</p>
Unit –II	<p>Human Resource Development</p> <p>Manpower planning; Job analysis; Recruitment &amp; Selection test &amp; procedure; induction &amp; training; Employee training executive development: Performance appraisal system; promotion and increment policy; career planning &amp; counselling.</p>
Unit – III	<p>Compensation</p> <p>Factors affecting compensation: Compensation act, Wage policy &amp; Wage boards; Job evaluation &amp; work measurement: Grade fixation &amp; Perquisites, incentive plans, Bonus &amp; Profit sharing.</p>
Unit – IV	<p>Personnel Problems</p> <p>Absenteeism &amp; employee turnover, motivation, and morale; Enforcement of discipline; domestic enquiries and disciplinary action: Role of enquiry officer; Health &amp; Safety; Voluntary retirement scheme; Suggestion schemes</p>
Unit – V	<p>Establishment &amp; Records</p> <p>Maintenance of service files; Drafting charge sheets, suspension orders for punishment; Enquiry report; Model standing orders &amp; code of conduct; Drafting Advertisement for appointment &amp; appoint letters; Bond of service; wage &amp; salary records; ESI, PF Gratuity, Pension &amp; Bonus records.</p>
Suggested readings	<ol style="list-style-type: none"> <li>1. Memoria &amp; Memoria – Personal Management</li> <li>2. Bhagawathi – Personnel Management</li> <li>3. Tripathi – Personnel Management</li> <li>4. E-Flippo – Personal Management</li> </ol>

**Annexure Number 9**

**Paper: Business Communications**

Unit – I	Communication- meaning - types of communication – nature of communication – scope of communication- functions of communication- Communication cycle/process, communication media - barriers to communication.
Unit – II	Development of communication skills - conversation skill- communication etiquette – oral communication - written communication - report writing - structure of reports.
Unit – III	Meeting – agenda – minutes – negotiations – public speaking skills – body language - speeches in business - structure and style of speeches - role of audio-visual aids and computers in presentations - group discussions.
Unit – IV	Essentials of good business letter - layout of a letters - types of letters
Unit – V	Applications for Jobs - Preparation of Resumes - Ethics in Business Communication
Suggested readings	
<ol style="list-style-type: none"> <li>1. Rajendra Pal &amp; J.S. Koiahali communications : Essentials of Business</li> <li>2. Ramesh M.S. &amp; Pattan shetty C.C. – Effective Business English &amp; correspondence.</li> </ol>	

**Annexure Number 10**  
**Paper : Company Accounts**

Unit-I	Company Accounts Issue of share, Debentures etc, Redemption of debentures and preference shares, Valuation of good will and shares
Unit -II	Company Account Final accounts of Companies, Amalgamation, Absorption and reconstruction (internal& external) of joint stock companies
Unit-III	Company Accounts Consolidation accounts by holding companies with one subsidiary
Unit-IV	Banking and Insurance Company Accounts Final Accounts of banking and insurance companies
Unit-V	Financial Statement Analysis Nature, objectives, and essential qualities of financial statements. Their importance to various user objects, importance and limitations of financial statement analysis, various techniques of analysis and interpretation.
Suggested readings:	
1.	Anil.B.Roy Chowdhary Guide to Company Balance Sheet, Profit & Loss Account with Different types of Accounting Methods
2.	J.R.Monga, Fundamentals of Corporate Accounting
3.	M.C. Shukla, T.S. Grewal& S.C.Gupta, Advanced Accounts(2 Vols)
4.	R.L.Gupta& M.Radhaswamy, Computer Accounts
5.	S.P.Jain& K.L.Narang, Cost and Management Accounting
6.	S.P.Jain & K.L.Narang, Company Accounts
7.	T.P.Ghosh, Accounting Standards and Corporate Accounting
8.	V.K.Saxena & C.D.Vashist Cost and Management Accounting
9.	Water Reid and David Myddelton the meaning of Company Accounts

**Annexure Number 11**

**PAPER : MARKETING RESEARCH**

Unit-I	Introduction: Definition of Marketing Research –Nature & Scope- Marketing Research –An aid to rational decision making– Marketing Research Methodology
Unit-II	Sampling, Sampling Techniques–Random-Stratified Area-Quota observation- Questionnaire Interview techniques–interviewing skills on the part of investigators. Introduction to hypothesis - Setting Hypothesis, tools for hypothesis testing.
Unit-III	Motivation Research – Product Research (Case Study)
Unit-IV	Consumer survey, Sales Control Research
Unit-V	Media Research- Various Techniques–Measuring advertising effectiveness. Introduction to SPSS, Reporting research findings (management).

Suggested readings:

1.	Boyed& Westfall	:	Marketing Research
2.	Gree Paul & Tall	:	Marketing Research
3.	Luck & Rubin	:	Marketing Research

**Annexure Number 12**

**PAPER: ADVERTISING AND ITS LEGAL IMPACTS**

Unit-I	:	<p>Basic concepts and Advertising</p> <ul style="list-style-type: none"> <li>• Advertisement- meaning- definitions- types</li> <li>• Who are advertisers?</li> <li>• What makes advertisements work? Headlines, slogans, testimonials, product characters, product comparison, repetition</li> <li>• Advertising appeals/ techniques.</li> </ul>
Unit-II	:	<p>Forms of Media</p> <ul style="list-style-type: none"> <li>• Print media advertisements</li> <li>• Television ads</li> <li>• Outdoor publicity / OOH</li> <li>• Direct Mail</li> <li>• Internet advertisement</li> <li>• Other ways of advertising</li> </ul>
Unit-III	:	<p>Advertising Agencies and Brand Managers</p> <ul style="list-style-type: none"> <li>• Advertising agencies - meaning, types</li> <li>• Effective advertisement: Brand- Branding- Brand Manager- challenges</li> </ul>
Unit IV	:	<p>Indian Advertising Scene</p> <ul style="list-style-type: none"> <li>• Twenty top advertisers</li> <li>• Industry highlights</li> <li>• Profiles of advertising agencies</li> </ul> <p>Advertising Regulations and Laws</p> <ul style="list-style-type: none"> <li>• Statutory Laws in India</li> <li>• Trademarks, Trade names and Designs</li> <li>• Price Misrepresentation and other dishonest Practices</li> <li>• Judicial Decisions in India</li> </ul>

Unit –V	:	<p>Codes of the Advertising Standards Council of India</p> <ul style="list-style-type: none"> <li>• Declaration of fundamental principles</li> <li>• Responsibility for observation of code</li> <li>• The code and the law</li> <li>• Definitions</li> <li>• Standards of conduct</li> <li>• ASCI code of advertising practice</li> </ul>
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Suggested readings:

1. Advertising Law and Ethics :Justice P B Sawant and P.K.Bandyopadhyay, Universal Law Publishers
2. The Trouble with Advertising..... John O Toole, chelsea House
3. Essentials of Advertising :J.S Chandran and two others, oxford and IBH Publishing Co.
4. Advertisement Management–Concepts and Cases:Mahendra Mohan, Tata MC Graw Hills

**Annexure Number 65**

**ENVIRONMENTAL MANAGEMENT**

<b>Unit-I</b>	Environment: Components of environment: Lithosphere, hydrosphere, Atmosphere, Biosphere, Ecology, Ecosystem: components- Biotic and abiotic components, Biodiversity: Definition, principles, Biodiversity in India.
<b>Unit-II</b>	Natural resources and energy management: Depletion of natural resources, Fossil fuels, Energy sources: Conventional sources, Renewable sources, Energy Management: Definition, Energy management techniques, Disaster management, Forest management, Land management, Water management, Energy Audit, Population growth, global warming, climate change.
<b>Unit-III</b>	Impact of industrial and business activities on the environment: Environmental degradation, Industrial pollution Types and impacts, Managing industrial pollution, Waste management, Developing recycling technologies.
<b>Unit-IV</b>	Sustainable Development: Definition, elements, indicators, principles, Guidelines for sustainable development, Concern for environment: Eco-friendly manufacturing, Hazardous waste management, packaging, Green marketing, Green funding, Institutional support for establishing and maintaining environment friendly business.
<b>Unit-V</b>	Environment impact assessment: Environment impact studies and assessment, Cost-benefit analysis theory, Environment management system, ISO 14000, Environmental legislations, Governmental institution for environmental Management, International initiatives for environment management.

**Reference**

1. N K Uberoi, Environmental Management, Excel Books, 2004.
2. Pandey G.N, Environmental Management, Vikas publishing house, 2009.
3. Alasdair Blair, David Hitchcock, Environment and Business, Routledge, 2001.
4. Bruce. W.Piasecki, Kevin. A. Fletcher, Frank. J. Mendelson, Environmental Management and Business strategy, John Wiley & Sons, 1999.
5. Michael V. Russo, Environmental Management: Readings and Cases, Sage Publications, 2008.
6. Kiran. B. Chhokar, Mamta Pandya, Meena Raghunathan, Understanding Environment, Sage Publications, 2008.
7. Aloka Debi, Environmental Science & Engineering, Universities Press, 2008.
8. Bala Krishnamurthy, Environmental Management: Text and Cases, PHI, 2008
9. Arindita Basak, Environmental Studies, Pearson Education, 2009
10. Kaushik, Anubha, Environmental Studies, New Age International, 2010

**Annexure Number 13**  
**ENTREPRENEURSHIP**

<b>Unit-I</b>	Meaning and definition, Distinction between entrepreneur and manager, Distinction between entrepreneur and intrapreneur, Characteristics of an entrepreneur, Traits of an entrepreneur, Skills of an entrepreneur, Barriers to entrepreneurship.
<b>Unit-II</b>	Entrepreneurial motives, Role and importance of entrepreneurs in economic growth, Factors affecting entrepreneurial growth
<b>Unit-III</b>	Classification of entrepreneurs - Innovative entrepreneurs, Adoptive or imitating entrepreneur, Fabian entrepreneur, Drone entrepreneur, Other types of entrepreneurs.
<b>Unit-IV</b>	Definition and meaning of Women Entrepreneurship, Institutional support for Women Entrepreneurship, Problems of Women Entrepreneurship, Success Stories of Women Entrepreneurs
<b>Unit-V</b>	Entrepreneurial Development Programmes (EDP), Entrepreneurship Development Institute of India (EDII), Small Industries Development Organization (SIDO), National Institute for Entrepreneurship and Small Business Development (NIESBUD), Ministry of Micro, Small & Medium Enterprises (M/o MSME), Business Incubators, Preparation of a Project report

**Reference**

1. Projects - Planning, Analysis, Selection, Implementation and Review Prasanna Chandra. (Tata McGraw - Hill Publishing Corporation Limited, New Delhi).
2. Entrepreneurship Development Robert D.Hisrich, Michael P.Peters,Tata McGraw Hill edition
3. Project Management Harvey Maylor - Macmillan India Ltd.
4. Business Environment Francis Cherunilam. (Himalaya Publishers)



### Annexure Number 14

#### PRODUCT AND BRAND MANAGEMENT

<b>Unit-I</b>	<b>Product Management-</b> What is a Product, Product Classification, Product Level, Product Mix, Factors Influencing Design of the Product, New Product Development Stages.
<b>Unit-II</b>	<b>Brand Management-</b> What is a Brand, Brand Elements, Brand Classification, Criteria for Choosing Brand Elements, Options and Tactics for Brand Elements, Why Do Brands Matter, Branding Challenges and Opportunities, Strategic Brand Management Process.
<b>Unit-III</b>	<b>Brand Positioning</b> Customer-Based Brand Equity, Sources of Brand Equity, Identifying and Establishing Brand Positioning, Product Differentiation Strategies, Positioning Guidelines, Defining a Brand Mantra.
<b>Unit-IV</b>	<b>Brand Building-</b> Building A Strong Brand: The Four Steps of Brand Building (Brand Resonance Pyramid), Brand Identity, Brand Meaning, Brand Responses, Brand Relationship, Integrated Marketing Communication,
<b>Unit-V</b>	<b>Managing Brands Over Time-</b> Reinforcing Brands, Revitalizing Brands, Adjustments to the Brand Portfolio, Brand Amplifier, Leveraging Secondary Brand Associations to Build Brand Equity.

#### Books for Study

1. Keller, Kevin Lane; Strategic Brand Management; Pearson Education; New Delhi.

#### Reference

1. Kapferer, Jean Noel; Strategic Brand Management; Kogan Page; New Delhi.
2. Kumar, S. Ramesh; Marketing and Branding the Indian Scenario; Pearson Education; New Delhi.

### Annexure Number 15

#### INVESTMENT MANAGEMENT

<b>Unit-I</b>	Investment, Meaning and Objectives of Investment - Investment decision process, Types of investment, Risk and Return, Fundamental analysis, Economic Analysis, Industry Analysis, Company Analysis, Technical analysis.
<b>Unit-II</b>	Money Market - Meaning and Functions of Money Market, Structure of Indian Money Market: Organised Sector, Unorganised Sector, Deficiencies of Indian Money Market.
<b>Unit-III</b>	Capital Market - Meaning and Functions of Capital Market, Capital Market Structure in India, Segments of Securities Market: Primary Security Market, Secondary Security Market.
<b>Unit-IV</b>	Mutual Funds - Meaning, Advantages and Disadvantages of Mutual Funds, Classification of Mutual Funds: Close-End Mutual Fund, Growth Funds, Growth and Income funds, Equity Funds, Balanced Funds, Fixed-Income Funds, Money-Market Funds.
<b>Unit-V</b>	Derivative - Meaning and Features of Derivatives, Type of Derivative Contracts: Forward Contracts, Future Contracts, Options Contracts, Swaps, Speculators.

#### Reference

- 1) Investment Management, V.K. Bhalla, S. Chand Publications
- 2) Investment Analysis & Portfolio Management, P. Chandra, Tata, McGraw-Hill
- 3) Options, Futures & Other Derivatives, John C. Hull, Pearson Prentice Hall

**Annexure Number 49**  
**INDUSTRIAL RELATIONS**

Unit 1	Industrial Relations - Meaning and Definitions, Parties to Industrial Relations, Determinants of Industrial Relations, Causes of Industrial Dispute: General Context and Indian Context, Consequences of Strained Industrial Relations, Suggestions for the improvements of Industrial Relations.
Unit 2	Trade Unions - Meaning of Trade Union, Characteristics of Trade Union, Functions of a Trade Union, Registration of Trade Union, Cancellation of Trade Unions, Social Responsibility of Trade Unions, Problems of the Trade Union Movement in India
Unit 3	Employee Counselling- Objectives of Employee Counselling, Functions of Employee Counselling, Types and Methods of Counselling, Process of Counselling, Employee counselling Problems, Workers' Participation in Management
Unit 4	Employee Discipline - Meaning of Employee Discipline, Types of Discipline, Cause of Indiscipline, Hot-Stove Rule, Types of Punishment, Grievance Handling Machinery - Meaning of Grievance, Causes of Employee Grievance, Model Grievance Procedure, Conciliation, Arbitration and Adjudication
Unit 5	Collective Bargaining - Meaning of Collective Bargaining, Objectives of Collective Bargaining, Issues covered in Collective Bargaining, Collective Bargaining Process Tactics or Strategies in Collective Bargaining

**Reference**

- 1) Arun Monappa, - Industrial Relations, Tata Mc-Graw Hill, New Delhi
- 2) Pramod Verma, - Management of Industrial Relations – Reading and Cases, Oxford University Press, New Delhi
- 3) Sivarethnamohan, - Industrial Relations and Labour Welfare, PHI Learning, New Delhi, 2010

**Annexure Number 16**  
**HEALTH CARE MANAGEMENT**

Unit 1	Healthcare- Meaning, Levels of Health Care, Health care managers duties and responsibilities, Skills and competencies for health care managers, Barriers and challenges of Health Care system, Problems of health care management system in India.
Unit 2	Hospital manpower planning, Recruitment and Selections, Employee training and Development, Leadership and Team Building, Human Resource Motivation.
Unit 3	Hospital – definition, Types of Hospital Ownership (Private, Government), Specialization (Nursing Homes, Diabetic clinic, General Hospital) and Service (Homeopathy, Ayurveda etc.)
Unit 4	Organisational structure or organizational hierarchy- Importance, Control Process. Different departments. Inpatient and outpatient. Hospital Services Clinical Services X-ray department, Lab Services. Department in Hospitals Paediatric, Orthopaedic, Pathology etc.
Unit 5	Computer application in a hospital- Hospital Information System- material management and inventory control – Medical Audit. New avenues of Health Care management - tourism

**Reference**

- 1) Introduction to health care management- Author(s): Sharon B. Buchbinder and Nancy H. Shanks
- 2) The Strategic Management of Health Care Organizations 7th Edition, Peter M. Ginter
- 3) Sandra Buttigieg , International Best Practices in Health Care Management , Emerald Group Publishing Ltd, 2015.
- 4) Health Care Management - Dr Renjith K Philip and Mary Vargheese

**Annexure Number 13**

**PAPER: ENGLISH-1**

Unit-I	Detailed Study :The Law and the lawyers by M.K.Gandhi :Section I to IV only Law and culture by M.C.Setalvad
Unit-II	Grammar& Usage Study of 'Sentence'- Simple, Complex& Compound Sentences Transformations of Sentences; Active& Passive, Degrees of Comparison, Affirmatives, Negatives, Questions, Exclamatory, Direct & Indirect, Nouns, Pronouns, Pronouns & Relative Pronouns , Gerunds & Infinitives, Adjectives, Adverbs & Conjunctions, Articles, Verbs, Auxiliary Verbs, Use of Tense& Prepositions Conditional Sentences, Question Tags Use of Introductory "There" and anticipatory "It" Common idioms and phrases based on the detailed texts.
Unit III	Composition: Paragraph Writing, Comprehension,

Suggested readings:

1. M.K.Gandhi-The Law and the lawyers M.K.Gandhi: Section I to IV only
2. M.C.Setalvad–Law and culture

Books recommended for Grammar Usage& Composition:

1. Contemporary English Grammar, Structure and Composition by David Green(Macmillan)
2. A Remedial English Grammar for Foreign Students by F.T.Wood (Macmillan)
3. Living English Structure by W.S.Allen (Orient Longmans)

**Annexure Number-14**

**PAPER: ENGLISH–II**

Unit-I	<p>Detailed Study:(Prose)</p> <ol style="list-style-type: none"> <li>1. Essential Features of Indian Culture - K.M.Panikkar (Pub.Bharatiya Vidya Bhavan, Bombay)</li> <li>2. English Essays for Law Students (Compiled by The School of Indian Legal Thought , M.G.University, Kottayam)</li> </ol>
Unit-II	<p>Grammar&amp; Usage:</p> <ol style="list-style-type: none"> <li>1. Study of Article, Adjective, Adverbs, Relative Pronouns</li> <li>2. Subject-Predicate concord</li> <li>3. Use of Auxiliary verbs</li> <li>4. Infinitives and gerunds</li> <li>5. Use of Tenses, Prepositions and Adverbial particles</li> <li>6. Active and Passive voice</li> <li>7. Reported Speech</li> <li>8. Pairs of Words, Synonyms, Antonyms</li> <li>9. Idioms and usage</li> <li>10. Correction of Sentences</li> <li>11. Composition :Precis Writing</li> </ol>

**Suggested readings:**

1.	Contemporary English Grammar, Structure and composition David Green, Macmilan
2.	A Remedial English Grammar for Foreign Students(F.T.Wood, Macmillan)
3.	Living English Structure(W.S.Allen, Orient Longmans)
4.	An Intermediate English practice Book(S.Pit Corder, Orient Longmans)
5.	K.M.Panickar-Essential Features of Indian Culture
6.	English Essays for Law students(Complied by The School of Indian Legal Thought , M.G.University, Kottayam)

### Annexure Number 15

#### PAPER CONSTITUTIONAL LAW-1

Unit –I	Constitution –Its meaning and nature. The Constituent Assembly and framing of the Indian constitution, Preamble-The importance of preamble in the interpretation of the Constitution, Tools used by judiciary for interpretation of Constitution. Salient features of the Indian Constitution.
Unit-II	The concept of limited Government and the Constitution-The genesis of Fundamental Rights and their incorporation in the Constitution. Concept of State Action-definition of State-violation of fundamental rights by State action and their consequence-The doctrine of ultra-virus-Judicial Review-Meaning of Law and Law in Force ‘Doctrine of Eclipse and rule of severability–Waiver of fundamental Rights(Art 12 and 13)’
Unit-III	Right to Equality(Art 14-18): Right to freedom under Art, 19, Transition of right to property from a fundamental right to that of a Constitutional right; right to personal freedom(Art 20-22) , the right to free and compulsory education-Right against Exploitation(Art 23-24);Religious freedom(Art 25-28); Minority Rights(Art 29-30) ;Right to judicial Remedy to redress violation of fundamental Right. The role of Supreme Court as guardian of Fundamental Rights- Nature and Scope of writ jurisdiction of Supreme Court under Article 32.
Unit-IV	Duties of the State and citizens–Directive Principles of State Policy-Article 36-51 ; The interrelation between Directive principles and Fundamental Rights –the enforceability of Directive principles –The nature and scope of Fundamental duties Art 51 A
Unit V	Constitutional Amendment –The power and procedure to amend the Constitution –The scope of amending power of Parliament –The doctrine of Basic structure–Judicial Review of Constitutional Amendment, Constitutional Amendment and Fundamental Rights

Suggested readings:

1.	Constitution of India	-	M.PJain
2.	Constitution of India	-	V.N.Shukla
3.	Constitution of India	-	Pandey

4.	Human Rights in Constitutional Law	-	Durga Das Basu
5.	Constitutional History of India 1600-1935	-	Arthur Berriendale Keith
6.	Preamble –The Spirit and backbone of Constitution of India	-	Justice R.C.Lahoti
7.	Rights and Democracy	-	Gavin W Anderson
8.	Writ Jurisdiction under the Constitution	-	B.L.Handsaria
9.	The Indian Constitution	-	Austin
10.	Comparative Constitutional Law	-	D.D.Basu
11.	The Living Constitution	-	Davis Strauss
12.	Framing of Indian Constitution	-	Dr.Subhash .C.Kashyap
13.	Judicial Review and Fundamental Rights	-	S.N.Ray
14.	Global Perspectives on Constitutional Law	-	Vikram David Amar, Marks Tushnet



**Annexure Number 16**

**PAPER-IV CONSTITUTIONAL LAW-II**

Unit-I	Salient feature of the Indian Constitution–classification of Constitution- the structure and functioning of Federation –The concept of federalism-its application as a Constitutional principle in other countries such as USA, Australia and Canada-The essential features of a federal Constitution; The legislative relations (Art 245-255);Administrative Relations(Art 256-263); and financial relations(Art 268-29) between the Union and the States; Special status of Kashmir (Art 370) The concept of Co-operative Federalism and its practice in India eg. Inter–State Councils. A critical evaluation of India Federalism. Emergency Provisions and their impact on Federal Structure(352-360)
Unit II	The power and procedure for altering name and boundaries of the States, indestructible Union of States-Formation of States (Art 1-4), Citizenship and its importance–Criteria for conferment of citizenship, The citizenship Act 1955; The right to free trade, commerce and intercourse within the territory of India(Art 301-307)
Unit III	Parliamentary form of government and its organization and functioning both at the Union and State levels. The nature and essential features of a parliamentary form of government vis a vis a Presidential form-India's choice and its reasons. The Executive Union and States –The President, Vice-President, Governor, The council of ministers, their election or appointment, removal, powers and functions(Art 52-78; 152-167); The Legislature–Union and States-composition and duration of the houses, the qualification, disqualification and election of the members of Parliament and State legislatures-Defections–Tenth Schedule, the legislative procedure relating to ordinary bills, money bill financial bill. Power, privileges and immunities of parliament/State Legislature and its members.(Art 79-123; 162-213) The Judiciary–Supreme court and High Court–the composition of courts, the appointment, service conditions, removal and transfer of judges-Jurisdiction of the courts. The subordinate Judiciary and the control over it. The independence of Judiciary and the provisions in the Constitution to secure the same.
Unit-IV	The rights of civil servants under the Union and States-the doctrine of pleasure –the limitation on the doctrine.
Unit –V	Certain important Constitutional functionaries and Bodies–Attorney general and Advocate General, Controller and Auditor General of India, Public Service Commission , Finance Commission , Election Commission.

Suggested readings:

1. Constitution of India - M.P.Jain
2. Constitution of India - V.N.Shukla
3. Constitution of India - Pandey
4. Constituent Assembly Debates
5. History of Parliament of India, Kashyap
6. An Introduction to Australian Constitution - P.M.Lane
7. Governor of Indian Constitution, R.P.Nainta
8. Federalism-Comparative Perspective from India and Australia Ian Copland
9. Constitution and Construcionalism in India–Surya Narayan Misra et.al
10. Centre–State Fiscal Relations under the Indian Constitution –R.K.Gupta
11. State Governors in India-N.S.Gehlot
12. Comparative Constitutional Law –D.D.Basu
13. The Living Constitution-David Strauss
14. Framing of Indian Constitution –Dr.Subhash.C.Kashyap
15. Judicial Review and Fundamental Rights –S.N.Ray
16. Global Perspectives on Constitutional Law-Vikram David Amar, Mark Tushnet

**Annexure Number 17**

**PAPER: CRIMINAL LAW – I**

Unit-I	Concept of Crime, definitions –nature-development-history and development in ancient India-Relation between crime, morally and ethics–crime and tort-object of criminal law –Punishment–definition nature scope and various kind.
Unit-II	Elements of Crime –Acts reus-act, omission, state of affairs-causation, Mens rea-intention –recklessness- Negligence-motive–coincidence of actus reus and mens rea-Common intention–Transferred malice
Unit-III	Participation in Crime –Principals and Accessories–Vicarious liability-Corporate criminal liability–Inchoate offences-Abetment-Conspiracy-Attempt
Unit-IV	General defences–excuses and justifications-mistake, accident, infancy, insanity, intoxication, consent, necessity, duress, right of private defence.
Unit-V	Strict Liability-white collar crimes-statutory offences relating to drug menace , adulteration of food and drugs, terrorism

**Suggested readings:**

1. Huda-General Principles of Criminal Law
2. Nigam- General Principles of Criminal Law
3. Glanville Williams-Criminal Law-General Part
4. Fletcher–Rethinking Criminal Law
5. Cross & Joans –Criminal Law
6. Smith and Hogen –Criminal Law
7. Gandhi–Indian Penal Code
8. Rathanlal-Indian Penal Code
9. Clarkson and Keating, Criminal Law

Annexure Number 18

**PAPER –CRIMINAL LAW-II**

Unit-I	Offences affecting human-Culpable homicide, murder, causing death by negligence, dowry death, causing miscarriage, hurt, grievous hurt, Acid Attack, wrongful restraint, wrongful confinement, assault, criminal force, kidnapping, abduction
Unit II	Offences against property-Theft, extortion, robbery, dacoity, misappropriation of property – Criminal Breach of Trust –cheating-mischief- Criminal trespass, lurking house trespass, house breaking, offences against property marks, counterfeiting coins and currency notes-forgery.
Unit III	Offences against State-sedition- -Offences against public tranquility-unlawful assembly-riot- affray-causing enmity between different groups-offences of contempt of lawful authority of public servants
Unit IV	Offences against administration of justice- fabricating false evidence – contempt of lawful authority of public servants-offences against public safety- public nuisance, spreading of infectious disease, adulteration of food and drinks, fouling of water, rash driving, obstructing public way, negligent conduct with respect to dangerous substances and animals.
Unit V	Offences relating to documents, offences relating to coin and government stamps, offences against religion, morality and decency, offences relating to marriage and offence of defamation.

**Annexure Number 19**  
**PAPER -FAMILY LAW-I**

Unit -I	Sources of Hindu -Vedas-Smrities-Digests-Customs-Statutes-School of Hindu Law-Mitakshara-Dayabhaga
Unit-II	Joint Hindu Family and Coparcenary -Karta of Joint family -his position and power -Debts and Pious obligation -Partition and reunion.
Unit-III	Inheritance-The Hindu Succession Act, 1956- Succession to the property of a Hindu male under the Act 1956 -Devolution of interest in Mitakshara Coparcenary with reforms to the provisions in the 1956 Act -succession to the property of Hindu female-Dis-qualification relating to succession-General rules of succession -Marumakkathayam and Aliyasanthanam laws governing people living in Travancore Cochin and Malabar areas of Kerala-Testamentary Succession. HINDU MARRIAGE ACT: Concept of Hindu Marriage- conditions for a valid marriage -capacity -ceremonies-registration -void and voidable marriages-legitimacy of children.
Unit-IV	Matrimonial remedies -Restitution of conjugal rights -Judicial separation -Nullity of marriage -divorce -Maintenance and alimony -Bars to matrimonial relief-Family courts under the Family Courts Act, 1984.
Unit -V	Hindu Adoption and Maintenance Act 1956-Adoption- conditions for valid adoption-Effects of adoption rights of adoptive parents-Evidence of adoption- maintenance of Divorced wife; children, aged parents and dependents -Custody and Guardianship of a Hindu minor Natural Guardian -Powers of natural guardian -Testamentary guardian- Testamentary Guardian and their ; powers

**Suggested readings:**

- 1) Mulla, Principles of Hindu Law
- 2) Paras Diwan, Hindu Law
- 3) Hindu Marriage Act, 1955
- 4) Hindu Succession Act 1956
- 5) Hindu Minority and Guardianship Act, 1956
- 6) Hindu Adoption and Maintenance Act, 1956

Annexure Number 22

**PAPER-FAMILY LAW-II**

Unit-I	Sources and different schools of Muslim Law- Law relating to Muslim marriage -Dower -Divorce -Maintenance-Parentage-Legitimacy and Acknowledgement-guardianship of person and property.
Unit-II	Succession and Administration -Inheritance-general rules -Hanafi and Shia laws of inheritance -wills -deathbed gifts-acknowledgement-gifts wakfs -pre-emption.
Unit-III	The concept of Christian Marriage -Constitution of a Valid Marriage -Notice -Solemnization-Ceremonies -Civil marriage and registration under the Special Marriage Act. Judicial separation and Divorce by mutual consent under the Special marriage Act- Christian law of Divorce-matrimonial Reliefs.
Unit-IV	Christian law of inheritance -Applicability of Indian Succession Act (1925) - Succession to a male intestate-Succession to a female intestate-Consanguinity -Domicile under the Indian Succession Act-Law of wills.
Unit-V	Will -privilege and unprivileged will -Testamentary capacity -revocation of will -interpretation of wills- probate of letters of administration -Executors and Administration of wills-Succession Certificate and procedure to obtain it.

Suggested readings:

1. Mulla, Principles of Mohammedan Law
2. Tahir Mohammed, The Muslim Law of India
3. Paras Diwan, Law of Marriage and Divorce
4. Sebastian Champapilly, Christian Law
5. E.I.Devadasan, Handbook of Christian Law
6. Special Marriage Act.

**Annexure Number 21**

**PAPER -LAW OF TORTS -1-GENERAL PRINCIPLES OF TORTIOUS LIABILITY AND MOTOR VEHICLES ACT**

Unit -I	Tort-Meaning, scope & functions of tort law, Definition and nature, origin and development, tort distinguished from other branches of law, ingredients constituting tort, -act or omission, breach of duty, legal damage, causation & remoteness -principles of damnum sine injuria and injuria sine damno. Tort and torts -pigeonhole theory. Ubi jus ibi remedium and ibi jus ubi remedium. Tort law and insurance.
Unit-II	Defences -Defence of volenti non fit injuria -volenti distinguished from scienti , position of rescuers, defences of plaintiff the wrong doer, necessity, Inevitable accident, Act of God, private defence, mistake statutory authority and contributory negligence.
Unit III	Sticker forms of liabilities - strict liability - Ryland - Fletcher - ingredients and defences, diction of strict liability under common law and present position of strict, liability, strict liability under statist. Vicarious liability - master servant relationship, during the course of employment. Absolute liability - judicial response. Strict Liability v Absolute Liability. Breach of statutory duty and maintenance in public office.
	Parties - Joint and several foreshores capacity to sue and to be sued. Position of minor, state, parent, judicial officers, corporations, foreign sovereign etc. extinction of liability in tort - waiver, accord and satisfaction, judgment, limitation, insolvency etc.
	<b>Remedies</b> - Different remedies - Damages, Kinds of damages - compensatory, contemptuous, nominal, aggregated and exemplary. The principle of restitution in integrum. Petter v Beale principle and its exceptions, Assessment of damages for pecuniary and non-pecuniary losses - the multiplier principle. Assessment of damages for pecuniary and non-pecuniary losses - multiplier principle. Principle. Assessment of damages under Motor Vehicles Act. Other remedies - remedy of self-help, remedy of injunction, declaration etc.

	Tort and Motor Vehicles Act - Nature and scope of Motor Vehicles Act, No fault Liability under the Act assessment of damages under the Act.
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**The latest editions of the following books are the suggested readings**

1. Clark and Lindsell - Torts, Sweet & Maxwell, London.
2. Winfield and Jolowicz - Tort, Sweet & Maxwell, London.
3. Paula Gilkker & Silas Beckwith - Tort, Sweet & Maxwell, London.
4. Ramaswamy Iyer - The Law of Torts, Lexs & Nexs, New Delhi.
5. Prosser & Keeton Law of Torts, West Publishing Co.
6. Mark Lunney and Ken Oliphant - Tort Law, Oxford University press, New York.
7. Salmond & Hueston - Law of Torts, Sweet & Maxwell, London.
8. Jane Wright - Tort Law and Human Rights, Hart publishing Co.
9. Butterworths Common Law Series - Law of Torts, Lexis & Nexis, New Delhi.
10. John Murphy - Sweet on Torts, Lexis Nexis London.



**Annexure Number 20**

**PAPER- LAW OF TORTS-II - SPECIFIC TORTS**

- Unit I -** Torts affecting persons. Trespass - Assault, battery, and mayhem. Application and apprehension of force, meaning of force, physical harm other than by force. Death in relation to tort, Harassment and interference with privacy as torts, protection from Harassment Act 1997. tort of nervous shock, Tort of false imprisonment meaning of the terms 'false' and 'prison' knowledge of the plaintiff, total and partial restraint, Indian position of false imprisonment. Constitutional safeguards defences and remedies.
- Unit II -** Tort affecting reputation, Tort of defamation - nature of defamatory statement, label and slander, meaning of publication, innuendo, changes brought to tort of defamation by defamation Act of 1952 and defamation Act of 1996, Defences - justification by truth, privileges and fair comment. Remedies - Apology and injunction. Tort of malicious false hood - Ingredients of the tort, Distinction between malicious false hood - ingredients of the tort, distinction between malicious falsehood and tort of defamation Abuse of legal process. Tort of malicious prosecution - ingredients, civil proceeding and tort of malicious prosecution. Malicious process - meaning of malicious process distinction between malicious process and malicious prosecution.
- Unit III -** Tort affecting property - Tort affecting property - Tort affecting immovable property - Concept of interference with possession. Trespass to land, various types of trespasses, trespass ab-initio, continuing trespass. Defences and remedies for trespass to land. Tort affecting movable property - trespass and conversion, ingredients, simple interference and conversion, various types of conversions, relevance of intention, defences and remedies. Interference with contract or business, Tort of passing off. Ingredients, modern development of tort of passing off, defences and remedies. Tort of deceit - Essentials of the tort, statement of facts, promises and statement of law. Derry v Peek, Directors liability Act, rule in Hedly Byrne and co v Helter and Partners Ltd. statutory reforms. Liability for animals - scanter rule.
- Unit V -** Negligence - Negligence as a tort, origin, development and concepts, ingredients - Duty to take care. Breach of duty and consequential damages. Recent trends, negligence and nervous shock.

**The latest editions of the following books are the suggested readings**

1. Clerk and Lindsell - Torts, Sweet & Maxwell, London.
2. Winfield and Jolowicz - Tort, Sweet & Maxwell, London.

3. Pauls Gilberbs Silas Beckwith - Tort, Sweet & Maxwell, London.
4. Ramaswamy Iyer - The Law of Torts, Lexis & Nexis, New Delhi
5. Prosser & Keeton Law of Torts, West Publishing Co.
6. Mark Lunney and Ken Oliphant - Tort Law, Oxford University Press New, York.
7. Salmond & Hueston - Law of Torts, Sweet & Maxwell, London.
8. Jane Wright - Tort Law and Human Rights, Hart Publishing Co.
9. Butterworths Common Law Series - Law of Torts, Lexus & Nexis, New Delhi.
10. John Morphy - Street on Torts, Lexis Nexus, London.

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## ANNEXURE NUMBER 23

### PAPER : LAW OF CONTRACT-1

1. History and development of law of contracts-Basis of contract-contract-Nature meaning and definition - Theories of contract - Intention to create - legal obligations - consensus and idiom - contracts self-regulation - classification of contracts - freedom of contract and modern trends.
2. Agreement - proposal and acceptance - Unilateral and Bilateral Contracts - Offer, General offer and invitation to treat, tenders etc. During of an offer Acceptance - Absolute and unconditional - Promise - Communication of offer and acceptance - Revocation of offer and acceptance. Communication through letter, telephone, telex etc. Lapse of offer - Standard form contracts.
3. Consideration, nature and meaning and definition - Historical development - Privity of consideration and privity of contract exception to privity of contract. Necessity of consideration - sufficiency and adequacy of consideration - effects of absence of consideration - past consideration - exception to consideration - exception to privity of contract - pre-existing obligations. Estopped and consideration - modern trends.
4. Incapacity - Minority and mental incapacity - drunkards and corporations. Nature and effect of minor's agreement - Restitution, beneficial contracts. Contracts with persons of unsound mind - effect of free consent - Coercion - undue influence - relationship - presumption of undue influence - Rescission - Inequality of bargaining power - Misrepresentation - material facts - Fraud Effect of silence. Distinction between fraud and misrepresentation - rescission, restitution and damages. Mistake - common, unilateral and mutual mistake of law and fact - Non est factum Mistake - specific situations.
5. Legality of objects - Unlawful agreements  
Concept of public policy - Agreement without consideration - Restraint of marriage - Restraint of trade and exceptions - Restraint of legal proceedings - Uncertain and wagering agreement - Illegal and void agreements - exceptions - Contingent contracts, nature and meaning - Contingency as to an event happening and not happening - Agreement contingent and impossible events.

#### **Suggested readings:**

1. Avtar Singh, Principles of Mercantile law.
2. Pollock and Mulla, Indian Contract Act and Specific Relief Act.
3. A.G.Guest, Anson's Law of Contract.
4. Smith and Thomas. a case book on Contract.
5. Cheshire, Fifoot and Furnstone, Law of Contract.

6. Atiyah, An introduction to the law of contract.
7. J.C.Smith, The law of Contract.
8. Trietal, The law of contract.
9. A.S.Burrows, Remedies for Torts and Breach of Contract.

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## Appendix Number 27

### Paper : LAW OF CONTRACT-11

1. Assignment of benefits and liabilities.  
Performance of contract - Tender of performance - joint promises and joint promises - joint rights and liabilities - performance of contingent contracts, Time and place for performance - Time as essence of contract.
2. Breach of contract - breach and strict performance - conditions and warranties - fundamental breach and modern developments - anticipatory breach, impossibility of performance - Frustration limitations to the doctrine - effects of frustration - restitution. Discharge by agreement - novation rescission and alteration of contract - Remission and extension of time - Accord and satisfaction.
3. Remedies for breach of contract  
Damages - nature - kinds of damages - compensatory nature - Restitution interest. Reliance interest and Expectation interest - Remoteness of damages and measure of damages - Hadley V Baxendale rule and developments - quantification of damages - penalty and liquidated damages - Deposits - part payments - forfeiture of instalments - failure to pay - Mitigation.
4. Specific relief:  
Nature of remedy - General principles and defences - discretionary nature, mutuality of remedy - inadequacy of damages etc. Specific performance and third parties injunctions - Nature and classification - interning interlocutory perpetual, mandatory and temporary, principles of granting injunction - Balance of convenience test.
5. Quasi contracts - Nature and evolution - Liability and rationals - unjust enrichment and implied contract - various instances - Quantum merit - Restitution.

#### Suggested readings:

1. A.G.Guest, Ansons law of contract
2. Cheshire fifoot and furnstone law of contract
3. J.C.Smith the law of contract
4. Smith and Thomas.A casebook on contract
5. Pollock and Mulla, Indian contract and specific relief Acts
6. Trietal, The law of contract
7. Atiyah, An introduction to the law of contract
8. Antony Dowers, A text book on law of contract
9. A.S.Burrows Remedies for torts and breach of contract.

## **Annexure Number 25**

### **PAPER - ADMINISTRATIVE LAW -1**

- Unit 1 -** Administrative Law - meaning, definition and scope, growth of administrative law with special reference to India, Constitutional law and Administrative Law, Rule of Law and Administrative law, Separation of powers and Administrative law, Administrative law and Droit Administratif.
- Unit II -** Classification of Administrative action - Need for classification - rule making, adjudicatory and ministerial functions of the administration - Administrative authorities - State and State action - Public undertakings - Governmental, parliamentary and judicial control over them - Modern developments.
- Unit III** Delegated Legislation - meaning - factors leading to the growth of delegated legislation - constitutionality of delegated legislation - restraints on delegation of legislative powers with reference to U.K, U.S.A and India, types of delegated legislation - skelton legislation, power of exclusion and inclusion, conditional legislation, power to amend the schedule, power to modify statute, power to remove difficulties, power to impose tax - control over delegated legislation - Legislative control - Laying procedure - publication - constitution of interests - judicial control - Doctrine of Ultra Virus - substantive and procedural ultra virus - Exclusion of Judicial review. Administrative Directions - Scope, identification and enforceability, Administrative Directions v Administrative Rules.
- Unit IV** Administrative decision making and principles of natural justice - factors leading to the growth of administrative adjudication - The nature of quasi judicial function - Principles of natural justice - the concept - its, evolution and importance - limbs of natural justice - Audi Alteram Partem and rule against bias - the essentials and scope of those rules - Duty to act judicially and duty to act fairly, concept of fairness in administrative action, speaking orders, legitimate expectation.
- Unit V -** Administrative powers and Discretion - The need for conferring of discretion on administrative authorities - Restraints on conferring of Administrative discretion, Judicial control of Administrative discretion- The factor which will vitiate the exercise of discretionary powers - ministerial powers.

#### **The latest editions of the following books are the suggested readings**

1. M.P. Jain & S.N. Jain, Principles of Administrative Law, Lexis Nexis Butterworths Wadhwa Nagpur.
2. IP Massey Administrative law
3. Wade & Forsyth Administrative Law Oxford University Press New York.
4. Central Administrative Tribunals Act.

5. de Smith, Judicial Review of Administrative Action, Sweet & Maxwell London.
6. Indian Law Institute, Cases and materials on Administrative Law
7. V.D.Sebastian & Kaivalya Garikapati, Introduction to Administrative Law, Asia Law House Hyderabad.
8. Paras Diwan, Administrative Law, Allahabads Law Agency, Delhi
9. S.P.Sathe, Administrative Law, Lexis Nexis Delhi
10. David Foulkes-Administrative Law, Butterworths London
11. Peter Leyland & Terry Woods Text Book on Administrative Law, Oxford University Press New York
12. B.L.Jones -Garner's Administrative Law, Butterworths London

**Annexure Number 55**

**PAPER -II-ADMINISTRATIVE LAW -II**

- Unit -I** Remedies and Administrative action-Judicial review of Administrative action-Principles of judicial review-Writ Jurisdiction -Scope of Arts- 32 and 226 of the Constitution who may apply for a writ-locus standi, public interest litigation -the authorities and bodies amenable to writ-Exhaustion of remedies -laches -Anticipatory reliefs-Declaration orders -Resjudicata Grounds of Judicial review through writs in general -Writ of habeas Corpus, Mandamus , certiorari prohibition and quo-warrant -grounds-Doctrine of ultra vires, question of jurisdiction in law and in facts, jurisdictional error an error within jurisdiction , question of facts , procedural defects, violation of the rules of natural justice.
- Unit-II-** Judicial remedies other than writs -special leave to appeal to the Supreme Court -High court's power of superintendence -Other statutory remedies-injunction, declaration -ouster of judicial remedies and judicial response thereto.
- Unit-III** Alternative Remedies -Non Judicial Remedies -Administrative Tribunals -constitutional position , Administrative Tribunals Act, Structure and functioning -Efficacy of Tribunals as an alternative to ordinary courts- system of Ombudsman -the origin and development system -The Lokpal and Lokayukta -The Indian experience , CAG, Vigilance Commissions, Inquiry Commissions , Regulatory Authorities.
- Unit -IV-** Administrative Liability in Contract and Tort-governmental liability in general -Liability in Torts -vicarious liability of State -requirements scope -extent of liability maxim "King can do wrong"- present positions, Act of State-Liability in contracts- Constitutional requirements-Promissory estoppel-liability of public authority for negligence in the exercise of statutory powers.
- Unit-V-** Privileges and immunities of the Administration -The concept of government immunity and its need, justification and scope -privilege to have prior notice in suits, governmental privilege to withhold documents-the scope and right to information, open government vis official secrets and confidentially judicial response, Immunity from operation of statutes.

**The latest editions of the following books are the suggested readings**

1. M.P. Jain & S.N.Jain, Principles of Administrative Law, Lexis Nexis Butterworths Wadhwa Nagpur
2. I.P.Massey:Administrative Law, Eastern Book Company, Lucknow.
3. Wade & Forsyth: Administrative Law , Oxford University Press New York



4. Central Administrative Tribunals Act.
5. de Smith, Judicial Review of Administrative Action, Sweet & Maxwell London
6. Indian law Institute, Cases and materials on Administrative Law
7. V.D.Sebastian & Kaivalya Garikapati, Introduction to Administrative Law, Asia Law House Hyderabad.
8. Paras Diwan , Administrative Law, Allahabad Law Agency, Delhi
9. S.P.Sathe, Administrative Law, Lexis Nexis Delhi
10. David Foulkes-Administrative Law, Butterworths London
11. Peter Leyland & Terry woods –Text Book on Administrative Law,Oxford University Press , New york
12. B.L.Jones –Garner's Administrative Law, Butterworths London.

**Annexure Number 28**  
**PAPER: PROPERTY LAW**

<b>Unit –I</b>	Concept of property-kinds of property –“Transfer of property” defined-what may be transferred -persons competent to transfer –operation of transfer-General principles of Transfer –Definition of immovable property –attested, “attached to earth”- Notice-transfer of property-transferability of property -Effect of transfer –condition restraining alienation and restriction on enjoyment –Transfer to unborn person-rule against perpetuity –accumulation of income –vested interest and contingent interest - conditional transfers –condition precedent and condition subsequent.
<b>Unit II-</b>	Doctrine of election-appointment –covenants running with land – Transfer by ostensible owner –the doctrine of feeding the grant-transfer by limited owners-improvement by bonafide patronage –Fraudulent transfers –Doctrine of Lis pendens-part-performance.
<b>Unit III-</b>	Sale and Exchanges–Definition–Condition for valid transfers-Sale and agreement to sell- Right and liabilities of seller –marshalling by subsequent purchaser.
<b>Unit IV-</b>	Mortgage- Definition-Various kinds of mortgage-Rights and liabilities of Mortgagor– Rights and liabilities of Mortgage Priority–Marshalling –contribution redemption of mortgage –foreclosure-subrogation-charge and floating charge
<b>Unit-V</b>	Lease-definition–conditions for valid lease-lease and licence-Rights & liabilities of lessor and lessee–Gift–conditions for valid gifts–Rights and liabilities of donor and donee- onerous gift and universal donee-Death bed gift–Actionable claim.

Suggested readings:

1. Mulla, Transfer of property Act
2. G.C.V Subba Rao, Transfer of property Act
3. B.B.Mitra, Transfer of property Act
4. Mallick.M.K, A Commentary on the Transfer of Property Act
5. B.B.Mitra, On the Transfer of Property Act
6. Gour Hari Singh, Commentary on the Transfer of Property Act 1882
7. Avtar Singh, Transfer of Property Act
8. Shukla.S.N., Transfer of Property Act

**Annexure Number 43**

**PAPER: CRIMINAL PROCEDURE CODE-I**

<b>Unit –I</b>	The importance of procedural law- Features, merits and demerits of Adversarial and Inquisitorial systems of criminal procedure-Classification of offences-Hierarchy of criminal courts-Functionaries under the code: The Police, Prosecutors, Defence Counsel and other functionaries –Special procedure in respect of Juveniles under the Juvenile Justice Act (2000)
<b>Unit II-</b>	Duty to give information to the police –FIR –Its importance and evidentiary value –investigation –Various procedures during investigations-Difference between investigation and Inquiry- Statements recorded during investigation –Search and seizure Police Diary-Police Report.
<b>Unit III-</b>	Arrest-Arrest without warrant-Procedure of Arrest –Post Arrest procedures – Rights Arrested person-Remand –Bail in non bailable offences –Anticipatory bail- bond of accused and sureties.
<b>Unit IV-</b>	Security Proceedings-Maintenance of public order and tranquillity –Disposal of unlawful assembly –Removal of Public Nuisance –Disputes concerning land and water.
<b>Unit V-</b>	Maintenance to wife, children and parents –The method of assessing the quantum of maintenance- The circumstances in which the quantum is varied - Muslim Women Protection of Rights on Divorce Act.

Suggested readings:

1. Kelkar –Outline of Criminal Procedure
2. Rathanlal-code of Criminal Procedure
3. D.D. Basu, Criminal Procedure Code
4. Juvenile Justice Care and Protection Act 2000
5. Probation of offenders Act

**Annexure Number 29**

**PAPER –CRIMINAL PROCEDURE CODE-II**

<b>Unit –I</b>	Process to compel appearance-Summons –Service of summons-Warrant-Proclamation Attachment and bond. The Ordinary places for enquiries and trials –Cognizance by magistrate –Committal proceedings-Pre-trial proceedings
<b>Unit II-</b>	Ordinary place of enquiries and trial –Disposal of criminal cases without full trial-Procedure when the accused seems to be of unsound mind-Commencement of proceedings before magistrates
<b>Unit III-</b>	Trial procedure-Elements of fair trial – Charge – contents of charge Alteration and addition of charges – Trial before a court of sessions – Trial of warrant cases by magistrates – Trial of summons cases – Summary trials.
<b>Unit IV-</b>	General provisions as to inquiries and trials – Evidence in inquiries and trials Attendance of persons detained in prisons – Provisions as to offences affecting the administration of justice
<b>Unit V-</b>	Appeal – Appeal to Supreme Court, Appeal to High Court – Appeal against conviction – Appeal against acquittal, Appeal against sentence – Reference – Revision – Execution Suspension Remission and Commutation of sentence – Inherent powers of High Court – transfer of cases – Miscellaneous provisions.
<b>Suggested readings</b>	
	<ol style="list-style-type: none"> <li>1. Kelkar – Outline of Criminal Procedure</li> <li>2. Rathanlal – code of Criminal Procedure</li> <li>3. DD Basu, Criminal Procedure Code</li> <li>4. Juvenile Justice Care and Protection Act 2000</li> <li>5. Probation of offenders Act.</li> </ol>

**Annexure Number 56**

**Paper – Jurisprudence**

Unit – I	Meaning of legal theory and jurisprudence – different schools of Jurisprudence – The continued importance and limitations of these schools
Unit – II	Concept of State – Law – Justice. Relation of Justice to law and Ethics – Social Morality and the Legal Order – Science and Legal Theory – social Evolution and Legal Theory.
Unit – II	Administration of Justice – Civil Justice – Penal Justice – Purpose of Criminal Justice – Theories of punishment – functions of court of law
Unit –IV	Sources of law – custom – legislation – precedent – Merts and Demerits
Unit – V	Legal concepts – legal rights and correlatives – concept of ownership and possession – personality and liability – legal persons – legal status of unborn persons dead man and lower animals.
Unit – VI	Kinds of liabilities – element of liability – actuaries – mensrea-theories of negligence
Unit – VII	Tiles and property – vestitive facts different classes of agreement – property – different kinds of property.
Unit – VIII	Obligations – solidary obligations – substantive law and procedural law – Production and evaluation of evidence
Suggested readings	
	<ol style="list-style-type: none"> <li>1. Salmond : Jurisprudence</li> <li>2. Paton – Jurisprudent</li> <li>3. Dias – Jurisprudence</li> <li>4. Friedmann-Legal Theory</li> <li>5. Borden Heimer : Jurisprudence</li> </ol>

**Annexure Number 25**  
**Paper : Special Contracts**

Unit – I	Bailment – definition and essentials – distinguished with other similar transaction – types of bailment – right and duties of bailor and bailee-pledge – meaning and definition – special property – right and duties of pawner and Pawnee. Agency – Creation of agency – classification of agency – kinds of agents – effects of agency – rights, duties and liabilities of agents ad principal – termination of agency.
Unit – II	Partnership – definition – creation of partnership – determination of the existence of partnership – minors – property of partnership – registration – effects of non-registration.
Unit – II	Indemnity – nature and definition – commencement of liability – rights of indemnified and indemnifier – guarantee – definition and essential features – minors – extent of surety, liability – discharge of surety – rights of surety against principal debtor, creditor and co-sureties
Unit –IV	Sale of goods – definition – distinguished with similar transaction – conditions and warranties – passing of property – NemoDat Quod Non Habet – performances and delivery – rights and duties – sellers and buyers.
Unit – V	Negotiable instruments – bill of exchange – promissory note – presumptions dishonor and consequent liability
Suggested readings	
	<ol style="list-style-type: none"> <li>1. Avtar Singh, Principles of Mercantile Law</li> <li>2. Pollock and Mulla, The Indian Partnership act</li> <li>3. G.A.L. Friedman, Law of Agency</li> <li>4. R.C.J. Banks, Lindley and Banks on partnership</li> <li>5. Geoffrey Morse, Partnership Law</li> <li>6. Markessenis and Munday, An Outline of Law of Agency</li> <li>7. Benjamin’s Sale of Goods</li> </ol>

### **Annexure Number 49**

#### **Paper : CIVIL PROCEDURE CODE AND LIMITATION ACT – 1**

1. Procedural and substantive laws - importance of procedural law in Administration of Justice -The code of civil procedure and its scope-definitions of decree- Preliminary and final ; judgement; order -appealable and non-appealable ; Legal representative and mesne profits-Jurisdiction of civil courts -suits and civil nature -principles governing the ousting of jurisdiction of civil courts.
2. Stay of suits-purpose and scope –Doctrine of resjudicata-meaning , purpose and underlying policy constructive resjudicata- Representative suits –co-defendants and resjudicats-foreign judgements and its conclusiveness-Presumptions as to foreign judgement.
3. Choice of place of suing and the various provisions governing the same-transfer and withdrawal of suits- Institution of suits-General principles and rules relating to pleadings as contained in orders I, II, IV, VII, and VIII of C.P.C including misjoinder and non-joinder of parties and causes of action.
4. Service of summons and the various modes thereof –Non-appearance of parties and the consequences –abatement of suits- Production discovery and inspection of documents-Costs in suits-the general principles –compensatory costs – costs for causing delay-security for costs.
5. Appeal –First Appeal Second Appeal-Appeal from orders and appeal to Supreme Court –Reference –Review –The grounds on which these remedies can be availed and the scope of these remedies.

#### **Suggested readings:**

1. Mulla, Civil Procedure Code
2. Sarkar, Civil Procedure Code

**Annexure Number 57**

**PAPER: CIVIL PROCEDURE CODE AND LIMITATION ACT-II**

1. Execution of Decrees and Orders of Civil Courts-Courts by which decrees may be executed –questions to be determined by executing court- Transference and Legal Representatives –Procedure in execution –Arrest-Detention –Attachment –Sale-Distribution of assets –Resistance to execution
2. Suits of special nature- suits by or against government –suits of special aliens and by or against rulers and envoys suits and appeal by indigent persons- Suits by against minors and persons of unsound mind –inter pleader suit.
3. Interlocutory and supplementary proceedings :Appointment of commissions, various purposes of commissions and their powers and functions –appointment of receivers – mode and purpose of appointment-the powers and duties of receivers –Provisions relating to temporary injunctions and interlocutory orders-Arrest and Attachment before judgement-Preparation of affidavits and importance of interlocutory proceedings.
4. Restitution –inherent powers of courts- interrogatories-Exemptions from personal appearance in courts –Exemptions from arrest under civil process Caveat.
5. The Limitation Act-Nature and Scope –Definitions –General Principles of Limitations –Limitation of Suits-Appeals and Applications-Computation of Period of Limitation-Acquisitions of ownership by Possession-Miscellaneous-The Schedule(Periods of Limitation)

**Suggested readings:**

1. Mulla, Civil Procedure Code
2. Sarkar, Civil Procedure Code



**Annexure Number 36**

**PAPER :LAW OF EVIDENCE I**

1. Evidence-meaning –history and development of law of evidence-definition – interpretation clause-applicability and exclusion - lex fori-kinds of evidence-matters of which evidence is unnecessary –formal admissions-judicial notice-defining of issues –burden standard of proof –presumptions-rules applicable to civil and criminal law-estoppel-legal estoppels- issue estoppels –waiver –doctrine of corpus delicti-comparison with English Law
2. Relevancy, admissibility-facts in issue-facts relevant to the issue –res gestae-motive-facts logically relevant to prove the main fact –best evidence rule-weight of evidence- rule in R. V.Blake-allibi similar facts –meaning –exceptions – amendments by virtue of IT Act admissibility of electronic records
3. Evidence taken before trial-duty to disclose evidence –official communications – rule of evidence relating to the course of trial –proceeding in open court-language of court-orality of evidence –witnesses –competency and compellability of examination of witnesses –accomplice –examination in chief –cross-re-examination –hostile witness-evidence taken after trial –corroboration- improper admission and rejection of evidence.
4. Identity and identification –personal characteristics –conduct on other occasions-motive-visual identification of photographs –other means of identification- finger print- foot marks- tracker dog- blood and similar tests-body samples.
5. Evidentiary value of public documents- Gazette –public registers, documents official certificates -acts notifications –statements in law books- Judgements, probate and letters of administration –report of judicial officers.

**Suggested readings:**

1. Ratan Lal, Indian Evidence Act
2. M.N.Howard, Phipson on Evidence
3. John.F.Sulton, Cases and Materials on Evidence
4. Woodroffee and Amir Ali, Law of Evidence
5. C.D.Field, Law of Evidence
6. Sarkar on Evidence
7. V.P.Sarathi, Law of Evidence
8. Adrane Keane, Modern Law of Evidence

**Annexure Number-44**

**PAPER : LAW OF EVIDENCE-II**

1. Character evidence –character direct in issue- character not direct in issue- evidence of character of the accused –character of third parties –character as affecting state of mind – character of witnesses
2. Relevancy , admissibility –best evidence rule –facts in issue- facts relevant to the issue-
3. Rule against hear say evidence-res gestae –statement by deceased persons-admissibility of confession –dying declarations and other relevant statements-declaration as to public or general rights –declarations as to pedigree- declarations by testators as to their will facts bearing upon expert opinion authenticity of scientific techniques
4. Statue and state papers- gazette –public registers and records-officials certificates-bankers books –ancient documents
5. Judgments –probable and letters of administration –report of judicial officers-depositions in further trials- genuineness –authorship and execution of a document –content of the document –primary evidence –secondary evidence –public documents –private documents when registered.

**Suggested readings:**

1. Ratan Lal, Indian Evidence Act
2. M.N.Howard, Phipson on Evidence
3. John .F.Sulton, Cases and Materials on Evidences
4. Woodroffee and Amir Ali, Law of Evidence
5. C.D.Field, Law of Evidence
6. Sarkar on Evidence
7. V.P.Sarathi, Law of Evidence

**Annexure Number 34**

**PAPER:PUBLIC INTERNATIONAL LAW**

Unit-I	International Law-Historical development-nature of international law-is international law really-law ? Sources of international law-theories as to basis of international law, subjects of international law, relationship between municipal law and international law.
Unit-II	State –types of States, relationship between States and International organization. Recognition of States, different types of recognition, State territory, State jurisdiction, State immunity-waiver of immunity-Diplomatic and Consular immunity, Extradition and Asylum, Nationality, State responsibility , State succession.
Unit-III	Law of Sea-Baseline –internal waters –archipelagic waters, territorial sea-contiguous zone, economic exclusive zone-continental shelf-delimitation of maritime zone-high seas-piracy-Antartica –Artic council Act 1996. Air and Space Law –airspace-Chicago convention –ICAO-bilateral agreements-Jurisdiction over aircrafts, outer space-definition status of outer space including celestial bodies-international conventions-space decries –role of UNOCOPUOUS.
Unit-IV	Law of treaties –Vienna Conventions 1969-definition –conclusion and entry into force of treaties-reservations –termination suspension and withdrawal from treaties –amendment and modification of treaties. Dispute settlement -peaceful settlement of international disputes-International Criminal Court-International Court of Justice Coercive means of dispute settlement.
Unit-V	International organizations-legal personality-inherent and implied powers-relationship with State not members-relationship between organizations – legislative and regulative functions of organization. United Nation –historical background –purposes-principles membership –organs of the UN, UN and peace enforcement measures-UN and use of force- Specialized agencies.

**Suggested readings:**

1. Public International Law-Starke
2. Public International Law-Oppenheim
3. Public International Law-Brownie
4. Cases and Materials on International Law-D.J.Haris
5. International Law-Antonio Cassese
6. International Law- Malcolm D Evans

7. International Law-John O Brien
8. Outlook on space Law over the next 30 years –Gabriel Lafferranderie
9. Public International Law-S.K.Kapoor

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**Annexure Number 37**

**Paper –COMPANY LAW**

Unit I	Company –Nature, Meaning and kinds of companies-corporate personality –Advantages and disadvantages of incorporation –Promoter –position , duties and liabilities –Registration and incorporation –Memorandum of Association- doctrine of ultra vires- Articles of Association –Alteration ,binding nature, relation with memorandum of association –Doctrine of constructive notice –Doctrine of indoor management.
Unit II	Prospectus- kinds, contents liability for misstatement –deceit compensation –Rescission –Criminal liability for misrepresentation –Nature and classification of company securities –share capital-kinds of shares-general principles of allotment-share capital, reduction of share capital conversion of loans debentures into capital –Duties of court to protect interests of creditors and shareholders-kinds of debentures –Dividends- Audit –Powers and duties of Auditors.
Unit III	Corporate Governance –Directors, kinds, powers and duties –Insider trading-Meetings-kinds and procedure-Major powers and minority rights – Prevention of oppression and mismanagement-Powers of Court and Central Government –Power of Tribunal –Investigations-Inspectors –Reconstruction and Amalgamation –compromises and arrangements-Take over and Acquisition of minority interest –Emerging trends in corporate social responsibility –Legal liability of company –Civil, Criminal tortuous-Responsibility towards environment and consumers.
Unit IV	Borrowing –Mortgages and charges –Loans –Investments-Winding up, types, grounds and procedure-Role of Court-Payment of Liabilities- Liabilities of Liquidators –Liability of past members.
Unit V	Competition laws-prevention of concentration of economic power and regulation of liberal trends-control of Monopoly –unfair trade practices- Competition Commission of India-Corporate Finance and Regulatory Frame work-Security contract (Regulation) Act 1956 –SEBI Act. 1992- Depositors Act 1996- Securitization and Reconstruction of Financial Assets and enforcement of Security Interest Act, 2002.

Suggested readings:

1. Avtar Singh, Company Law
2. S.M.Shah-Lectures on Company Law
3. Palmer –Company Law
4. Ramaiaya-Guide to Companies Act
5. Gower –Principles of Modern Company Law
6. Palmer –Company Law
7. Ramiaya-Guide to Companies Act

**Annexure Number 32**

**PAPER-LABOUR AND INDUSTRIAL LAW I**

Unit I	Historical background behind the Introduction of Labour legislations- International Scenario. Growth of labour legislations in India. ILO and its impact on labour welfare measures. Concept of labour welfare as constitutional mandate-provisions.
Unit II	Economic and welfare legislations. The Minimum Wages Act, 1948. Concept of wages, constitutional provisions (Art.38, 39, 40, 41) directive Principle. Procedure for fixation, revision of minimum wages, remedial measures, procedures for enforcing claims. Judicial response towards wage fixation.
Unit III	Factories Act, 1948. Background, definitions, present relevance in the modern complex factory hazards. Health, safety, Welfare measures, Regulatory Provisions, in the employment of women and Children.
Unit-IV	Code of discipline in industries. Industrial Employment Standing orders Act, 1946. Scope and application, Procedure for certification. Legal sanctity certified standing order, case laws. Modification and and procedure. Special agreements and certified standing order-validity of standing orders-case laws.
Unit –V	Maternity Benefit Act, 1961, Scope, application benefits, events, measures for enforcement.

**Suggested readings:**

1. RIDE OUT'S Principles of Labour Law
2. Social Security and Labour Laws:SC Srivastava
3. Labour and Industrial Law:P.L.Malik
4. Labour and Industrial Law:S.N.Misra
5. Labour and Industrial Law:K.M.Pillai

**Annexure Number 33**

**PAPER: LABOUR AND INDUSTRIAL LAW II**

Unit –I	Concept of Trade unionism in India. The scope and application of ‘the Trade Unions Act, 1926 . Definitions, registration, effects, privileges. Collective Bargaining as an effective tool of trade union. Merits, demerits.
Unit-II	The Industrial Disputes Act, 1947, Definition of the term, Industry, Industrial dispute (Case Study), Authorities constituted under the Act. Conciliation, arbitration, adjudicative, courts and Tribunals. Provisions relating to Lay off –Retrenchment-lockout-strike and closure.
Unit-III	Workman’s compensation Act, 1923. Liability of employer to pay compensation, conditions of eligibility, non-eligibility, Doctrine of Notional extension, Workmen’s compensation commissions.
Unit-IV	ESI Act 1948 as a social security legislations benefits-constitution of ESI Fund and ESI Court-Powers and functions. Benefits of ESI schemes.
Unit-V	The Gratuity Act, 1972, Entitlement , Quantum, calculation-case laws, The payment of Bonus Act 1965, Minimum Bonus, Maximum Bonus, eligibility, forfeiture, procedure for enforcement of claims – case laws.

**Suggested readings:**

1. Rideout’s Principles of Labour Law-Sweet and Maxwell
2. Social Security and Labour Law-SC Srivastava
3. Labour and Industrial Law-P.L.Malik
4. Labour and Industrial Law-K.M.Pillai



**Annexure Number 40**

**PAPER- PRINCIPLES OF TAXATION**

Unit-I	Tax-the concept, purpose and philosophy. Tax and fee, Different kinds of taxes, Canons of taxation, Constitutional dimension of taxation, Methods of taxation, Interpretation of taxing statutes.
Unit-II	Income tax Act 1961, Income Tax Act- Finance Act, Basic concepts (which include definitions) Charge of income tax, Concept of income, Total income, Stages of income tax assessment. Income tax is one tax, Residential status and tax liability, Capital and revenue income and expenditure, Income which do not form part of total income.
Unit-III	Heads of income (Salary, Income from house property, Profits and gains of business and profession, Capital gains, Income from other sources), Clubbing of income, set off, Carry forward and set off, Deductions under Chapter VIA.
Unit-IV	Income tax authorities, Filling of return and types of assessment, Representative assessee and assessment of firm, Collection and recovery of tax, TDS, Advance tax, Evasion distinguished from avoidance, reopening of assessment, Search and seizure, Different modes of recovery of tax, Penalties and prosecutions, Rectification of mistakes, Appeals to income tax appellate authorities, Revision reference to HC (National Tax Tribunal Act 2005), Tax planning.
Unit-V	Basic concepts of Wealth tax Act, VAT Act, Kerala Agricultural Income Tax Act, Service tax.

**Suggested readings:**

1. Kanga and Palkhivala-the Laws and Practice of Income Tax
2. Bhagwati Prasad, Direct Taxes –Laws and Practice
3. B.B.Lal, direct Taxes
4. A.N.Aiyer's Income Tax Laws
5. Current Finance Act

**Annexure Number 38**

**PAPER - LAW OF CONSUMER PROTECTION**

Unit-I	Consumer rights in International perspective-in the context of globalization (economic liberalization -Impact of globalization-Consumer –meaning and definition-need for consumer protection-consumerism-Consumer movement-Consumer education-consumer organizations-historical context-Need for legislation.
Unit-II	Technique of consumer protection-civil liability, contractual liability, product liability and corporate liability-Criminal law as a means of protection - Government control –business, self- regulation and duty to trade fairly.
Unit-III	Consumer protection Act-definitions-complaint-consumer –Consumer dispute-defect of goods-deficiency in service-Unfair trade practice-Consumer Protection Councils- National and State Councils-Consumer disputes redressal agencies-district forum-State Commission-National Commission – composition-Jurisdiction-Procedures-appeals
Unit-IV	Supply of services-deficiency in service-professional and public utility services-lawyers, electricity, communication, housing, banking telecom and transporting, services, Commercial services-hiring, financing and agency service, Liability of doctors-Vicarious liability of hospital authorities-medical staff- other medical professionals under the Act of 1986 –liability under Government service and private service-Medical liability position in UK and in US.
Unit-V	Consumer of goods-defect in good-standard of purity, quality and potency – Law on food and drug safety –Weight and measures-Standardization of goods-Supply of essential commodities –quality control on sale and hire purchase – BIS and AGMARK.

**Suggested readings:**

1. John Mickleburgh-Consumer Protection
2. David W Oughton-Consumer Law-Text Cases and Materials
3. Qurbax Singh-Law of Consumer Protection
4. Harvey and parry-The law consumer protection and fair trading
5. Miller and Haruey –Consumer and Trading Law Cases and Materials
6. Malik’s –Commentaries on Consumer Protection Law

7. Rober Lowe and Geoffrey Woodroffe- Consumer Law and Practice.

**Annexure 39**

**PAPER- ENVIRONMENTAL LAW**

Unit –I	Environment –meaning and necessity for protection-Relevance of Law-international dimensions –various Conventions and Treaties –Environmental laws and development-Principle of of sustainable development and its evolution –cost benefit analysis –incentives-public participation – Environmental impact assessment-Role of Non-Governmental Organizations-constitutional perspectives –Common Law protection – Tortious liability –Protection in Criminal Laws
Unit-II	Water, Air and Noise Pollution-Water (Prevention and Control of Pollution) Act, 1974-Air (Prevention and Control of Pollution )Act , 1981 –Authorities under the Acts- Powers and functions –Prevention and control of pollution – Critical evaluation of the statues-Legal Measures to abate noise pollution – case law-Bhopal Gas Leak Disaster (Processing of Claims)Act, 1985 and the subsequent developments.
Unit-III	Environment (Protection), Act, 1986-Authorities, Functions and Powers-Prevention, Control and abatement of pollution under the Act-Critical evaluation of the statue- Role of Local Self Government Institutions-Public Liability Insurance Act, 1991- National Environment Tribunal Act, 1995- National Appellate Environmental Authority Act, 1997, Green Bench.
Unit-IV	Hazardous waste management – Bio-Medical and Nuclear- International Principles and Domestic Legal Framework – Marine Pollution – Meaning – Legal Control.
Unit-V	Forests and Wildlife- number 19Need for protection-Indian Forests Act, 1927-classification of Forests-Authorities, Power and Functions –Forest (conservation) Act, 1980- Wild Life Protection Act, 1972 –Wild Life –Plants-Sanctuaries –national parks-Trade in Wild animals – animal articles and trophies-Authorities and functions –Protection of zoos.

**Suggested readings:**

1. Simon Ball, Environmental Law
2. Dr.P.Leelakrishnan(Ed), Law and Environment
3. Indian Law Institute, Legal Control of Environmental Pollution
4. Shyam Diwan-Armin Rosencranz, Environmental Law & Policy in India

5. Gurudip sing-Environmental Law in India
6. The Water (Prevention and Control of Pollution) Act, 1974
7. The Air(Prevention and Control of Pollution) , Act 1981
8. The Indian Forest Act, 1927
9. The Forest(Conservation) Act, 1980
10. The wild life Protection Act, 1972
11. The Environment (Protection) Act, 1986
12. The Public Liability Insurance Act, 1991
13. The National Environment Tribunal Act, 1995
14. The National Environment Appellate Authority Act,1997

**Annexure Number 54**  
**PAPER: INSURANCE LAW**

Unit –I	Insurance-definition –nature of the contract of insurance-classification of contract of insurance-insurable interest –formation of contract of insurance – parties to the contract –offer –cover note-acceptance-principle of utmost good faith-(Insurance as uberima fide contract)-non-disclosure and misrepresentation and their consequences-premium –amount-mode and effect of payment-right to claim return of payment.
Unit-II	The policy construction of policy –commencement and duration of policy – terms, conditions and exceptions in the policy-effect of breach of conditions –waiver of breach-assignment of the policy-s cancellation rectification and renewal of policy- laps and revival of policy-indemnity- subrogation and contribution –making of a claim-the doctrine of proximate cause-reinsurance –agency in insurance.
Unit-III	Marine insurance and fire insurance –their special features –in terms of nature and scope: insurable interest, terms and conditions in policy, extent of duty of disclosure and representation –claim –proximate cause- extent of liability, indemnify.
Unit-IV	Life insurance-special features-nature-formation-insurance interest, non-disclosure and misrepresentation-warranties –policy –assignments – nomination-claims and title of policy. Accident and motor insurance-terms and conditions of policy in motor insurance –compulsory insurance for motor vehicles-motor accident claims tribunal –powers and procedure.
Unit-V	State control of insurance business- Life insurance Corporation Act, 1956-transitory provisions –management of corporation –functions and powers of corporation-control by the central government and controller of insurance – exclusive privileges of the corporation –General Insurance corporation-powers and functions exclusive privileges –liberalization of insurance business-modern trend, IRDAI - Powers and functions.

**Suggested readings:**

1. E.R.Hardy Ivamy, General Principles of Insurance Law
2. M.N.Srinivasan, Principles of insurance law
3. Life insurance Corporation Act

## Annexure Number 35

**PAPER: INTERPRETATION OF STATUES AND PRINCIPLES OF  
LEGISLATION**

Unit-I	Meaning of statue, Types of statue, Meaning and importance of interpretation , general principles of interpretation of statues, Parts of statue. Internal aids for interpretation-long title, short title, preamble, headings, marginal notes, punctuations, illustrations definition section, proviso, schedule etc for interpretation of statues. Use of travaux preparatoires -relevant provisions of the General Clauses Act.
Unit-II	External aids for interpretation of statues- Parliamentary history, historical facts and surrounding circumstances, later social, political, and economic developments and scientific inventions, Committee reports, Contemporaneous Exposito, reference to other statues, effect of usage and practice, foreign decisions, dictionaries.
Unit-III	Principle rules of interpretation –literal rule, golden rule, mischief rule. Practical application of principle rules of interpretation-principle of harmonious construction, liberal construction, beneficial construction, strict interpretation, principle of ex viseribus actus, construction to prevent abuse or evasion. Interpretation of mandatory and directory provisions, interpretation of non-obstinate clause presumptions against what is inconvenient or unreasonable , presumption against intending what is inconvenient or unreasonable, equitable construction, construction of words in bonam partem.
Unit-IV	Subsidiary rules of interpretation –ut res magis valeat quam pereat, expressio unius est exclusio alterius, construction of noscitur A sociis, ejusdem generis rule of interpretation, Generalia Speacialibus Non Derogant, Reddendo Singular Singulis, loquitur ut vulgus.
Unit-V	Rules regarding operation of statue, Doctrine of territorial nexus, commencement of statue, effect of expiry, repeal and revival of statutes, interpretation of statues affecting jurisdiction of courts, interpretation of statutes affecting crown or state and the corresponding rules in India. Influence of international law, international treaties and conventions on interpretation of statutes.

Suggested readings

1. Maxwell –The Interpretation of Statutes, Lexis Nexis
2. Francis Bennion-Statutory Interpretation Butterworths London
3. Bindra –The interpretation of Statutes, The Law Book Company Allahabad.
4. G.P.Singh-Principles of Statutory Interpretation , Lexis Nexis
5. Crabbe-Understanding Statutes, Cavandish Publishing Ltd , London
6. Rupert Cross-Statutory Interpretation, Butterworths London

**Annexure Number 45**

**PAPER: HUMAN RIGHTS LAW AND PRACTICE**

Unit-I	The concept of Human Rights and its historical evolution Human Rights in Indian Legal Thought, under Natural Law Tradition, magna Carta, Petition of Rights, Habeas Corpus Act, Bill of Rights-American Declaration of Independence and Bill of Rights under the United States Constitution –French Declaration of Rights of Man and Citizen. Regional Documents: European convention on Human Rights , 1950; American convention on Human Rights 1969; African Charter on Human and Peoples Rights , 1981; the Human Rights Act, 1998.
Unit-II	Internationalization of Human Rights-Human Rights and League of Nations-Protection Treaties :UN Charter and Human Rights-UN organs concerned with human Rights-General Assembly, Security Council, Economic and Social Council, International Court of Justice, Secretary General; ‘Domestic Jurisdiction Clause’ and Humanitarian Intervention, specialised Agencies – ILO, UNESCO, UNICEF, WHO, UNHCR
Unit-III	International Bill of Rights –Universal Declaration on Human Rights- the importance and impact of Declaration on the development of Human Rights-International covenant on social, Economic and Cultural Rights. The Implementation procedure adopted by these two covenants. Derogation from Human Rights during Public Emergency. Third generation of Human Rights-content of these rights. Significance of these rights and their relation to the first and second generation of rights. Declaration/Convention adopted in recognition of these rights-Right to Development , Right to self-Determination, Sustainable Development and other Collective Rights .
Unit IV	Human Rights and Indian Constitution -constitutional incorporation of human rights –Their comparison with rights in the international Bill of Rights – Indian reservation to certain International covenants
Unit V	Implementation of Human rights in India –Judicial process and their contribution –recognition of recommended rights as Human Rights –Public Interest Litigation-National Human Rights Commission –their structure, power and functions; NGO’s and their role in promoting human rights protection; Role of Media and right to information –various other commissions -women’s Commission, Minority Commission , Backward Class Commission.



Suggested readings:

1. Human Rights in India, Dr.G.S.Bajwaq
2. Basic Documents in Human Rights , Brownie
3. Human Rights in Contract , Steiner and Alston
4. UN and Human Rights , Alston
5. Universal Declaration of Human Rights –A common standard of Achievement
6. Human Rights and the Law, Paras Diwan and Piyushi Diwan
7. Human Rightst in the world -A.H.Robertson and J.G.Merills
8. Human Rights in Indian constitutional Law, D.D.Basu
9. The Dialectics and Dynamics of Human Rights in India Yesterday , Today, Tomorrow –V.R.Krishna Iyer.

**Annexure Number 47**

**PAPER : INTELLECTUAL PROPERTY RIGHTS**

Unit-I	The right to property and the concept of intellectual property –intellectual property rights –meaning and definitions –different types of intellectual properties –importance and need of protection of IPR.
Unit-II	International protection of intellectual property rights-international organization relating to intellectual property rights-intellectual property rights and TRIPS agreement.
Unit-III	Patent-definition and objectives –patentable inventions – inventions which are not patentable-procedure for obtaining patents-registration of patent-specification opposition to grant of patent- patent addition-rights of patentee – limitation of patent rights –government use of patent-acquisition of invention and patent by the central government –compulsory license and license of right-use of invention for defence purpose-revocation of patent-transfer of patent rights-infringement of patent and remedies –patent agent.
Unit-IV	Copy right-Definition and objectives –subject matter of copyright –ownership of copyright –registration of copyright-term of copyright-license of copyright-assignment transmission and relinquishment of copyright –infringement of copyright-remedies against infringement of copyrights.
Unit –V	Trademark meaning and objective of trademark –functions of trademark – trademark-service mark-registration of trademark –assignment and transmission of trademark –infringement of trademark –remedies against infringement of trademark –passing off.

**Suggested readings:**

1. Catherine Kirsty , Modern Intellectual Property Law
2. Craig Allen Nard, David W Barnes and Michael J Madison, The Law of Intellectual Property
3. David Bainbridge , Intellectual Property
4. Doris Estelle Antony, A course Book in International Intellectual Property
5. Narayan.P., Intellectual property.
6. Narayanan.P, Law of Copyright and Industrial Designs
7. Narayanan.P, Patent Law
8. Narayana.P, Trademarks and passing off

9. Peter G Growes, Sourcebook on Intellectual Property
10. W.R. Cornish, Cases and Materials on Intellectual Property
11. W.R.Cornish, Intellectual Property :Patents, copyrights, Trademarks & Allied Rights
12. Watal, Jayashree, Intellectual Property in the WTO and Developing Countries

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## ANNEXURE 58

### PAPER: LAW OF LOCAL SELF GOVERNMENT INCLUDING PANCHAYAT ADMINISTRATION

Unit-I	Local Government System in England –The Legal structure-Powers and functions –governmental and Judicial control over Local Government.
Unit-II	Evolution of Panchayat Raj System in India –a historical perspective –Village Panchayats in ancient India –Gandhiji's ideas on village Panchayat as a unit of Self Government –Response of the Constituent Assembly towards the Gandhian ideas-The nature, Scope and Spirit of Art. 40 of the Constitution. Development of Panchayat Raj institutions in the post Constitution period – Experiments in democratic decentralization –Reports of Belwant Raj Mehta Committee, Ashok Mehta committee, G.V.K. Rao Committee and L.M.Singhvi committee , Emergence of Panchayat Raj as part of the constitutional System -73 <sup>rd</sup> and 74 <sup>th</sup> Constitutional Amendments –its implications and Consequential developments.
Unit-III	The Kerala Panchayat Raj Act, 1994- The structure of Panchayat Raj institutions at various levels- their composition –standing committees-Election Process- office bearers - meeting of the various bodies –powers –Finance Commission –Tax Collection –Welfare Activities –governmental and judicial control over Panchayat Raj Institutions
Unit-IV	The Kerala Municipalities Act, 1994-Structure of Panchayat Raj Institutions, their composition –office bearers –meeting –Powers and functions-various standing committees-finance and taxation –welfare activities –Governmental and Judicial Control
Unit-V	Ombudsman for Local Self Government Institutions -Term of office and conditions of service –Removal of ombudsman -staff of the ombudsman—Functions and powers-investigation –Enquiry –Initiation of prosecution-disposal of complaints –constitution of Tribunal for Local Self Government-Powers and functions.

Suggested readings:

1. Bailey, Cross on principle of Local Government law

2. O.Hord Philips, Constitutional and Administrative Laws Chapter (28)
3. Decentralization power politics in India, A.K.Mannajumdar
4. Ratna Ghosh, Panchayar System in India: Historical and constitutional perspective.
5. R.P.Joshi, constitutionalization of Panchayat Raj
6. B.S.Khanna, New Panchayat Raj System
7. The Kerala Panchayat Raj Act, 1994
8. The Kerala Municipality Act, 1994

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**ANNEXURE NUMBER 48**

**PAPER: INFORMATION TECHNOLOGY LAW**

Unit-I	<p>Historical Background</p> <ol style="list-style-type: none"> <li>Meaning of Cyber Law</li> <li>History of development of Internet</li> <li>Cyber World and Cyber Law</li> <li>The internet and online resources</li> <li>Regulation of cyber space- introducing cyber law</li> <li>Scope of Cyber Laws</li> <li>Domestic Legal Regime- information Technology Act, 2000</li> </ol>
Unit-II	<p>Information Technology Law in India</p> <ol style="list-style-type: none"> <li>Historical background , object and scope of Information Technology Act, 2000</li> <li>Electronic Documents</li> <li>Electronic Signature</li> <li>E-Governments</li> <li>Attribution, Acknowledge and Dispatch of Electronic Records</li> <li>Regulations of Certifying authorities</li> <li>Responsibilities/duties of certifying authority</li> <li>Duties of Subscribers</li> <li>Offenses and Contraventions –Penalties and Adjudications</li> <li>The Cyber Appellate Tribunal</li> <li>Justice Dispensation System for Cybercrimes- Territorial and extra-territorial application</li> <li>Amendments to various enactments.</li> <li>Applicability of the Indian Evidences Act on Electronic Record</li> <li>Computer Evidence and Computer forensic</li> </ol>
Unit-III	<p>The global trends in Information Technology law</p> <ol style="list-style-type: none"> <li>Internationals legal regime relating to Cyber Crime</li> </ol>

	b. International legal regime relating to E-Commerce
Unit-IV	<p>The Intellectual Property Aspect in Information Technology Law</p> <ol style="list-style-type: none"> <li>i. The WIPO initiative</li> <li>ii. Scope of Copyright Protection in Computer Software</li> <li>iii. Domain names and cyber squatting</li> <li>iv. Electronic Copy Right Management System (ECMS)</li> <li>v. Overview of Trademarks Act, 1999</li> <li>vi. Overview of Patents Act, 2005 and other International treaties</li> <li>vii. Applicability of Patents to computer technology and digital environment</li> <li>viii. Overview of Semi -conductor Integrated Circuits layout-design Act, 2000 others International treaties</li> </ol>
Unit-V	<p>E-Commerce</p> <ol style="list-style-type: none"> <li>a. Definition of E-Commerce</li> <li>b. Types of E-Commerce</li> <li>c. Important issues in Global E-Commerce</li> <li>ix. issues relating to Access <ol style="list-style-type: none"> <li>ii.Trust, Privacy</li> <li>iii.Security</li> <li>iv.Consumer Protection</li> <li>v.Content Regulation; Uniformity in Legal standards pertaining to internet</li> </ol> </li> <li>d. Application of conventional territory based law to E-commerce <ol style="list-style-type: none"> <li>(i) Taxation</li> <li>(ii) International Trade</li> <li>(iii) Commercial law and standards <ol style="list-style-type: none"> <li>a. Dispute resolution</li> <li>i.</li> </ol> </li> </ol> </li> </ol>

Suggested readings:

1. Lloyd Jan J –Information Technology Law 0-2000
2. Rawland , Daiane , Information Technology Law 2000
3. Mital D.P, Law of Information Technology :: Cyber Law 2000
4. Rao S Joga , Computer contracts and Information Technology Law 2003
5. Saxena M.K., Information Technology law-concepts, Evolution & enactments-2004
6. Sharma Vakul Information Technology Law and Practice:cyber Law and e-commerce 2005
7. David Bainbridge , Introduction to Information Technology Law 2007
8. Andrew Murray, Information Technology Law: The law and Society ,
9. Chris Reed, Computer Law:The Law and Regulations of Information Technology
10. Kamath Nandan, Law Relating to computers Internet & E-Commerce (A guide to Cyber laws & the information Technology Act) 2009
11. Reed Chris, Internets Law- Text and materials 2005
12. Bainbridge et.al, Encyclopedia of Information Technology law 2007



**Annexure Number 59**

**PAPER:ALTERNATE DISPUTE RESOLUTION**

Unit –I	Alternative dispute, redressal mechanisms-Meaning and scope-factors which led to the rethinking of conventional court system and emergence of ADR systems. Different kinds of ADR systems. Tribunals- various types of tribunals , scope of tribunals as an alternative dispute redressal mechanism. Advantages and disadvantages of tribunal system as an alternative dispute redressal mechanism-Ombudsman-Evolution and importance of ombudsman in ADR mechanism public sector and private sector ombudsman , position in India, advantages and disadvantages of ombudsman as an alternative dispute redressal mechanism.
Unit –II	Negotiation –Meaning and importance of negotiation as an alternative dispute redressal mechanism, various types of negotiation, negotiation skills, role of lawyers in negotiation, enforceability of agreement reached by parties , advantages and disadvantages of negotiation compared to other alternative dispute redressal mechanism.  Meditation:-Meaning, nature and scope of meditation as an alternative dispute redressal mechanism, different types of meditations meditation skills , role of lawyers in meditation, ethics of meditation, mediated agreement , and its enforceability.
Unit –III	Arbitration –Its meaning and scope as an alternative dispute redressal system-significant features of Arbitration and conciliation Act, 1996, comparison of 1996 Act with previous Arbitration Acts and UNICITRAL model law, Application of the arbitration and conciliation Act-domestic arbitration, and international commercial arbitration –Arbitration agreement-policy of exclusion of judicial intervention under the Act and its exceptions power of judicial authority to refer parties to arbitration where there is an arbitration agreement, scope of interim measures by court during arbitral proceeding, composition of arbitral tribunals, appointment of arbitrators, challenge of appointment of arbitrators and procedure for challenge, termination of mandate of arbitrator and substitution of arbitrator –jurisdiction of arbitral tribunal and remedy available to the party if arbitral tribunal exceeds its jurisdiction, power of interim measures by arbitral tribunal comparison with interim measures by court-conduct of arbitral proceeding, Principles of treatment of parties and hearing of both sides, court assistance in taking evidence.
Unit-IV	Arbitral Awards:-Making of arbitral awards ,form and content of award, termination of arbitral proceeding, recourse against arbitral awards, finality and enforcement of arbitral awards- appeals and appealable orders –enforcement of foreign awards-meaning of foreign award and its enforcement through arbitration and conciliation –New York convention awards, conditions for enforcement of foreign awards under

	<p>New York convention awards , Geneva Convention awards, application of Geneva convention awards, application of Geneva convention awards –conditions for the enforcement of foreign awards under Geneva convention awards.</p> <p>Conciliation –difference between conciliation and meditation, statutory conciliation, conciliation under Arbitration and Conciliating Act, role of conciliator –conciliation and civil procedure code and Indian Evidence Act. Settlement through conciliation and settlement agreement –status and effect of settlement agreement. Confidentiality of conciliation proceeding and termination of the proceeding.</p>
Unit-V	<p>Access to Justice movements in India-constitutional goal of justice . Equal justice for all, barrier of access to justice, dilution of barriers of access to justice-liberalization of concept of locus standi, legal aid clinics, legal aid mechanism, Legal service authorities Act, 1987, National and State Legal Services Authorities –duties and responsibilities, legal service committees- duties and responsibilities –Entitlement to legal services under legal services authorities Act, 1987. Lok Adalats-meaning of Lok Adalath, History of Lok Adalath in India, Lok Adalats under legal Services Authorities Act,1987; Permanent Lok Adalat, powers of Permanent Lok Adalat, pre litigation conciliation and settlement of disputes under legal services authorities Act, 1987. The need for increasing importance and focus on ADR mechanism in access to justice movement.</p>

Suggested readings:

1. Rethinking disputes:-The Meditation Alternative –Julie Macfarlane
2. Meditation –Noone Michael
3. Meditation –Laurenace Boulle & Miryana Nesic
4. Negotiation-Tribe D
5. Lok Adalats in India- Sunil Deshta
6. Legal Aid to poor –S.S.Sharma
7. The Arbitration and conciliation Act, 1996
8. The Legal Service Authorities Act, 1987
9. Arbitration & Conciliation Act of 1996-Avtar Singh

**Annexure Number 60**

**PAPER: DRAFTING , PLEADING AND CONVEYANCE**

Unit-I	Drafting General Principles of drafting and relevant substance rules will be taught and assignments will be given on them.
Unit-II	Pleadings
1. Civil	i. Complaint ii. Written Statement iii. Interlocutory Application iv. Original Petition v. Affidavit vi. Execution Petition and vii. Memorandum of Appeal and Revision viii. Petition under Article 226 and 32 of the Constitution of India
2. Criminal	(i) Complaints (ii) Criminal Miscellaneous Petition (iii) Bail Application and (iv) Memorandum of Appeal and Revision
Unit –III	Conveyancing: (i) Agreement (ii) Sale Deed (iii) Mortgage Deed (iv) Lease Deed (v) Gift Deed (vi) Promissory Note (vii) Power of Attorney (viii) Will (ix) Partition Deed (x) Partnership Deed

**Suggested readings:**

1. P.C.Mogha-The Law of Pleading in India
2. R.D.Srivastava-Law of Pleading, Drafting and Conveyancing
3. K.Mony-Legal Drafting Conveyancing professional ethics and Advocacy
4. A.N.Chaturvedi-Principles and forms of pleading and conveyancing with advocacy and professional ethics.

**Annexure Number 42**

**PAPER: PROFESSIONAL ETHICS AND PROFESSIONAL ACCOUNTING  
SYSTEM**

Unit-I	Art of Advocacy-role and functions of a lawyer-essential qualities of a lawyer –art of presenting and winning a case –manner and skill in cross- examination
Unit-II	Profession conduct-etiquettes –professional ethics –standards of conduct laid down by the Bar Council –duty of other members of profession –duty to maintain proper accounts by lawyer-the need to preserve healthy Bar-Bench relations
Unit-III	Professional mis-conduct-power and jurisdiction of the Bar Council to deal with professional misconduct –disciplinary proceedings –case study of such disciplinary proceedings and the study of Judicial decisions on this issue.
Unit-IV	Contempt of court-meaning and purpose -criminal contempt and on civil contempt –the underlying principle –the trend of the courts towards contempt proceedings.

**Suggested readings:**

1. Krishnamurthy Iyer on 'Advocacy'
2. The Art of Lawyer, edited by Dr.B.Malik (Only relevant Articles)
3. V.G.Ramachandran , contempt of Court
4. Selected options of the disciplinary committee of the bar council and selected judgements of the Supreme Court on the subject of professional mis-conduct
5. The contempt of Court Act
6. The Advocate Act.

**Annexure Number 41**

**MOOT COURTS, MOCK TRIALS, COURT VISITS AND PRE-TRIAL PREPARATIONS**

**A. Moot Court (60 marks)**

Every student will do at least three moot courts/mock trial in the semester which carries 20 marks for each. The moot court/trial work will be on assigned problems and it will be evaluated for 10 marks for written submission and 10 marks for oral advocacy.

**B. The second component is the record of the Moot Court/Mock Trial which carries 40 marks.**

**C. Interview techniques and Pre-trial preparation (50 marks)**

Each student will observe two interviewing sessions of clients at the lawyers office/Legal Aid office and record the proceedings in a diary which will carry 25 marks. Each student will further observe the preparation of documents and court papers by the Advocate and the procedure for the filing of the suit/petition. This will be recorded in the diary which will carry 25 marks.

**D. Observance of trial in two cases, one civil and one criminal (50 marks).** Students will attend at least two trial proceedings in the courts. They will maintain a record and enter the various steps observed during their attendance on different days in the court assignment. This scheme will carry 50 marks.

**Annexure Number 53**

**PAPER: Legal Philosophy including Theories of Justice**

Unit-I	Introduction to Law and Legal method-nature, function and techniques of law, Question of law and fact-Concept of Legal system-Meaning of Legal method-Legal reasoning –How to use a law library –write research paper –Legal citation.
Unit-II	Classification of Laws-Territorial and Personal Law-Constitutional and Administrative Law- Civil Law as opposed to criminal law-Public law and Private law- Substantive Law and Procedural law- Private International Law and Public International Law-Common Law and Equity.
Unit-III	Major Legal System- Common Law Systems-civil Law System-Socialist Legal Systems-Ecclesiastical Legal System – Hybrid Legal Systems.
Unit-IV	Sources of Law- concept and meaning of source, different sources of law-Legislation-use and importance of General Clauses Act- Interpretation of Statue, Precedent- Theories of Precedent -Binding nature of Judgment –Custom –nature and origin -Importance of custom as source of law in India.
Unit V	History of codification –Characteristics of code-Advantages and Disadvantages –Nature of Indian codes- Concept of Policy – Formulation –Law and Policy –law-Policy and Justice.

**Suggested readings:**

1. John H Farrar and Anthony M Dugdale-Introduction to Legal Method
2. Glanville, Williams-Learning the Law
3. Carl F Stychin and Linda Mulcany –Legal methods and systems
4. Herbert M Kritzer- Legal Systems of the World
5. Morris L Cohen & Kent C Olson :Legal Research
6. P.J.Fitzerald-Salmond on Jurisprudence
7. W.Friedmann; Legal Theory
8. M.P.Jain-Custom as a source of Law in India

**Annexure Number**

**PAPER: INDIAN LEGAL THOUGHT**

Unit-I	Indian Legal thought –Its comprehensive nature and inter-relation and religious and philosophical thoughts –sources of ancient ideas and legal materials –the need , significance and rationale of the study of Indian Legal Thought
Unit-II	The concepts of Rta and Dharma –Rta and justice –Dharma –its supremacy and all comprehensive and binding nature- concept of law in western jurisprudence and concept Dharma –compared and distinguished –different classifications of Dharma.
Unit-III	The Concept of state, sovereignty in Indian Thought-Rajadharma and elements of constitutional law in ancient India-duty of the state to provide for individual protection and for the welfare of the society. Elements of democracy and welfare state.
Unit-IV	Concept of duty , right, liberty and property in ancient India –a duty based legal order distinguished from a right based legal order.
Unit-V	Judicial system and administration of justice in ancient India- role and importance of judges –rules of evidence and procedure in general inquisitorial system of administration of justice –distinguished from acquistorial system.

**Suggested readings:**

1. M.Rama Jois, Legal and Constitutional History of India(Vol.I)
2. Dr.K.M.Panikar, The Ideas of Sovereignty and State in Political Thought.
3. S.K.Purohit, Ancient Indian Legal Philosophy
4. S.D.Sharma, Administration of justice in Ancient India.
5. P.V.Kane, History of Dharma System.

**Annexure Number 30**  
**PAPER: INTERNATIONAL TRADE LAW**

Unit-I	International Transaction –Uniform sales Law –formation of the contract and international commercial agreements-Clauses in a contract–Memo of agreement - Hague–Visly Rules–payment in International sales-Payment through letter of credit – Types of credit- Types of credits-doctrine of strict compliance-Other methods- sight basis –collection basis- Bill of exchange basis–Bank guarantees-Special features of agreement s relating to transfer of Technology
Unit-II	International Carriage-Mode of Transport –Carriage of goods by sea- charter parties and carriage in a general ship- Bill of lading and the contract of carriage –Rights and obligations of the shipper- Duties and liabilities of the ship owners –Law days- Demurrage and dispatch money- Freight-Obligation of the buyer –Transfer of risk- Suspension & anticipatory Breach –Damages-Carriage by Air, Airway Bill –Carriers liability –IATA conditions –Carriage by Rail and Road- CMR & CIM conventions – consignment note- Carrier’s liability –Limitation of liability and action-combined transport-Problems of combined transport
Unit-III	Contract for international sale-sale contracts based on sea carriage-CIF, FOB C & F and Ex-warehouse contract- conditions and warranties-Ex.shipment –mistake – misrepresentation –privity of contract –Laws of international waters –concept of freedom of sea- access to maritime ports –concept of territorial sea-continuous zone-economic zone
Unit-IV	Insurance in international sale transaction –Insurance of goods in transit-insurable interest –disclosure of material facts Types of policy –Loss and proximate cause-Types of loss- apportionment –subrogation and double insurance –under insurance –ECGD
Unit-V	Arbitration –difference between Arbitration & court proceedings-Applicable Law- Arbitration agreements and jurisdiction –Appeals form Arbitration –Enforcements of foreign Judgements and awards –Trade regime and Dispute Resolution mechanism under WTO

**Suggested readings:**

1. International Trade Law by Dr.O.P.Mortiwai and H.K.Awasthi
2. The Law of International Trade by D.M.Day
3. Carriage of goods by sea by E.R.Heady Ivamy
4. The Law of Air by Arnold D
5. Law of the sea by Bowett
6. Law of Nations by Briely
7. Statues and conventions of International Trade Law by Indira and Richard Kidnee
8. International Contract by Mariclle Koppernot, Laforce, Bean , Dokter, Guaed J Nelijice etc.



**Annexure Number 31**

**PAPER : LAND LAW INCLUDING TENURE AND TENANCY SYSTEM**

Unit-I	Right to property and land reforms –The Constitutional developments –Right to property as a Constitutional right–Conflict with directive principles –land reforms- resultant constitutional amendments- Art 1931, 31 A, 31 B. and 31 C. Right to property as a Constitutional right- Art 300 A –its scope and implications.
Unit-II	Kerala Land Reforms Act, 1964, Rationale of the legislation-Deemed Tenants -Fixity of tenure-purchase of land lord's right by cultivating tenants- Vesting of land lord's right in government -prohibition of future tenancies –kudikidappukaran- Right to purchase kudikidappu- provision for ceiling on holding-Land Tribunal and Land board- Structure-powers and Jurisdiction
Unit-III	The land acquisition Act, 1894- Definitions –Acquisition –Reference to court and procedure thereon –Appointment of compensation - payment –Temporary occupation of Land- Acquisition of land for companies
Unit-IV	Building(Lease and Rent Control) Act, 1965- Introduction – Definitions-Constitution of Rent Control Court- Notice of vacancy - Right to tenant paying rent or advances to receipt –Right of tenant to deposit rent in certain cases- Eviction of tenants –payment of Deposit of Rent during the pendency of proceedings for eviction –land lord not to interfere with amenities enjoyed by the tenant -Eviction orders- appeal-costs-Revision-Power to remand-Exemptions-penalties-Fixation of fair rent suo motu by court-Restoration of possession in certain cases- Kerala Land Conservancy Act, 1957-Definition of property of Government-Definition of poramboke-Definition of occupant -punishment for authorizedly occupying governmental land- prior notice to occupant –power to make rules-officers to exercise powers of collector- appal and revision –Limitation for appeal and revision. Kerala land Utilization Order:1967.
Unit-V	Trust Act-Creation of Trust-Classification of trust-differece between charitable Trust and private Trusts-Duties and liabilities of trustees- Right. powers and disabilities of the Trustee-Right and liabilities of beneficiary –Revocation of Trusts –obligation in the nature of Trusts. Easement Act- Definition –characteristics –difference between licence

	and Easement –Difference between Easement and Lease –Types of Easements –Acquisition of easement –Easement of necessity –Quasi Easement –Easement by prescription –Customary Easement –transfer of Easement –imposition of Easement –disturbances of Easement- Extinction of Easement –Revival of Easements –suspension of Easement –Licences.
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Suggested readings:

- 1) The constitution of India(Relevant provision relating to right to property)
- 2) Kerala Land Reforms Act, 1964
- 3) The Land Acquisition Act, 1894
- 4) Kerala Land Conservancy Act,1957
- 5) The Building Lease and Rent Control Act.
- 6) Indian Trust Act
- 7) Indian Easement Act
- 8) A.Gangadharan, The Law of land in Kerala

**Annexure Number 50**

**PAPER: HEALTH LAW**

1. Health-Meaning and Importance –Access to Health Care-Barriers to Health Care-Social , Economic , Religious and Legal Barriers –Ethics in Health Care.
2. Right to Health Care –Position in Common Law- Torts, Contract and Criminal Law- Constitutional and Human Rights Perspectives –International Dimensions
3. Medical Negligence –Special Features –Boam test and Modern Developments-Medical Negligence and Consumer Protection Law
4. Rights of Patients-Privacy and Confidentiality –Access to Records –Right to Refuse Treatment-Informed Consent

**Suggested readings:**

1. S.K.Verma(Ed.), Legal Frame work for health care in India, Lexis Nexis, Delhi, 2002
2. Viviane Harpwood-Negligence in Health Care , Informa, London(2001),
3. Murphy , Health Care Law, Text , cases and Materials, Sweet Maxwell , London, 1997
4. Jonathan Montgomery , Health Care Law, Oxford University Press(1996)

### **Annexure Number 51**

#### **PAPER: BANKING LAWS**

1. Introduction to Indian Financial System: Function of banks, Different kinds of Banks, Banker –Customer relations, deposits and credits, Payment and collection of Cheques , endorsements-forged instructions –bouncing of cheques and their implication: Principles of tending.
2. Modern Banking Technologies: Global developments in Banking Technology –Impact of Technology on Banks; Electronic Banking, Core Banking Technology, Teller Machines, ATMs, Credit and debit cards, Smart cards, Home Banking, On-line Banking, Personal Identification numbers and their use, Signature storage and display by electronic means. Protection of confidentiality and secrecy of data, Cheques truncation. Microfiche, Electronic funds transfer systems.
3. Principles of Bank Accounting: Rules for bank accounts, Cash/clearing/transfer vouchers/system; subsidiary book and main day book-General Ledger; Banks balance sheet , financial Accounts of Banking companies, Other Accounts, Partnership accounts- Current accounts-Company accounts- classes of share Capital; Bill of Exchange /Consignment Account; Receipts and Payments account-Income and Expenditure Account.
4. Banking Related Commercial Laws: Relevant Provisions in India Contract Act, 1872 with special references to Indemnity, Guarantee, Bailment, pledge and Agency; The Transfer of Property Act, 1882, The Sale of Goods Act, 1930; The Companies Act, 1956; Indian Partnership Act, 1932; Foreign Exchange Management Act, 2000; Prevention of Money Laundering Act, 2002; Right to Information Act, 2005; Information Technology Act, 2000.
5. Indian Banking Laws: Relevant Provisions in RBI Act, 1935; Banking Regulation Act, 1949; Banking Companies (Acquisition and Transfer of Undertakings Act, 1970 & 1980, Bankers Book Evidence Act, 1891; Recovery of Debts Due to Banks and Financial Institutions Act, 1993; The Securitisation and Reconstruction of Financial Assets and Enforcement of Security Interest Act, 2002; Limitation Act, 1963: Negotiable Instruments Act, 1881; Laws relating to bill finance, Laws relating to securities, The Consumer Protection Act, 1986, RBI's Fair Practice Code on Lenders' Liability (FPCLL) and Prompt Corrective Action (PCA); Banking Ombudsman.

#### **Suggested readings:**

1. S.N.Gupta:The Banking in Theory & Practice , 1999.
2. Mukherjee.T.K: The Banking Law & Practice, 2000
3. M.L.Tannen: Banking Laws & Practice in India, 2000
4. Bashyan & Adiyin: The Negligible Instruments Act, 1997
5. Sharma & Nainta:Banking Laws & Negligible Instruments Act, 2008
6. S.N.Tripathi(Ed): Commentary on Banking Regulation Act & the Allied Banking Laws, 2000
7. M.S.Parthasarathy (Ed): Kharganvala on the Negotiable Instruments Act, 1998

## **Annexure Number 24**

### **PAPER: OFFENCES AGAINST CHILD AND JUVENILE JUSTICE**

1. Juvenile Justice-meaning-definition-history, development-social context of the juvenile justice system –comparison
2. Meaning of juvenile in conflict with law-Components of juvenile system-police –adjudication, corrections-family-legislation of juvenile justice-Juvenile Trial-Probation –Community Treatment -Statutory Reforms –policy implications
3. Juvenile delinquency –nature –extent-etiology of delinquency –theories- Individual Choice & trait –Social Process Theories –Social Reaction Theories –Family and Delinquency -Peers and Delinquency -Schools and Delinquency –Drug Use and Delinquency
4. Juvenile offenders-Treatment and punishment –victimisation of juveniles –neglect, abandonment, and abuse – POCSO Act 2012.
5. Judicial process on juvenile justice-judicial bodies-Constitution and nature of process comparison.

#### **Suggested readings:**

1. Siegel, Welsh and Senna, Juvenile Delinquency-Theory ,Practice and Law, 10<sup>th</sup> edition, Thompson-Wadsworth Publishing.
2. Rolf Loeber, David.P.Farrington, From Juvenile Delinquency to Adult Crime:Criminal Careers, Justice Policy , and Prevention, Oxford University Press, 2012
3. Ved Kumari, The Juvenile Justice System in India-From Welfare to Rights , Second Edition , Oxford University Press
4. Maharukh Adenwalla: child protection and juvenile justice system for juvenile in conflict with law, Child line India Foundation, Mumbai, 2006
5. Tara Ali, Our children, Publication Division Govt.of.India ,Ministry of Information and Broadcasting, New Delhi , 1979
6. David Brandt, Delinquency , Development , and Social Policy, Yale University Press, London, 2006
7. Iram Fatima: Status Paper on Juvenile Justice System and the Rights of Child, New Delhi 2007(NHRC)
8. S.N.Jain & Loghani, Usha Ed., Child and the Law, N.M. Tripathi Pvt.Ltd. & Indian Law Institute, 1979
9. David.S, Tanenhaus, Juvenile Justice, Oxford University Press, New York, 2004
10. Treatise on the Juvenile Justice Act, 1986, Indian Law Institute, Delhi 1993
11. Asha Bajpai, Child Rights in India; Law , Policy, and Practice, 2003
12. Barry.C. Feld Donna .M. Bishop , The Oxford Handbook of Juvenile Crime and Juvenile Justice, Oxford University Press, 2011
13. Juvenile Justice (Care and Protection) Act 2000 and earlier statutes in this regard
14. Protection of Children from Sexual Offences Act 2012.

**Annexure Number 46**

**PAPER:GENDER JUSTICE AND FEMINIST JURISPERUDENCE**

1. Gender justice-meaning –various jurisprudential prepositions –international movements –feminism in law-different schools-Women in Pre-Independent India-Social and legal inequality –Social reform movements in India –Gandhian movement –Concept of equality of sexes - Transgender.
2. Women in Post Independent India- Indian tradition and family ideology:growth of feminism and schools-Continuance of feudal institutions of joint family –consitutional safeguards –Preamble of the Constitution –Equality provisions in fundamental Rights and Directive Principles of State Policy-Negative Aspects of the Constitution
3. Legal frame work- Different personal laws- Matrimonial relations and its consequences –unequal position of women –inheritance of women –maintenance-Uniform Civil Code towards gender justice.
4. Social Welfare Laws for Women-labour legislations-Maternity benefits Act-Equal remuneration Act-Inequality in the work place –Additional burden of domestic responsibilities.
5. Protection under Criminal Law –Institutions for protections of human rights of women.

**Selected Bibliography**

1. Patrica.A.Cain, Feminist Jursprudence:Grounding the Theories
2. Flevia Agn's et.al, Women and the Law
3. Meynei, Hindu Woman & Marriage
4. Neal Devins, William & Mary Law School, Gender Justice & Its Citics
5. Paras Diwan, Women and Legal Protection

Relevant Statutes

**Annexure Number 52**

**PAPER : PRIVATE INTERNATIONAL LAW**

Unit-I	Private International Law- History of its development- Definition, nature and scope- Fundamental theories- Characterization- Renvoi- Application and Exclusion of Foreign Laws
Unit-II	Domicile- Nationality and residence, substance and procedure, sovereign and diplomatic immunity, Classification of cause of action, Proof of foreign law and exclusion of foreign law
Unit-III	Principles of Private International Law in India relating to the following matters: Persons- Corporations- Family: Marriage, Legitimacy, Adoption, Guardianship, and Custody of minor children- Succession - Property- Insolvency- Contract- Tort
Unit-IV	Procedure-Jurisdiction of courts, jurisdiction in actions in <i>personam</i> and jurisdiction <i>in rem</i> , Limitations on jurisdiction, stay of proceedings and restraining foreign proceedings, stay of actions- <i>lis alibi pendens</i> and foreign jurisdiction clauses
Unit-V	Foreign Judgments- Recognition and Enforcement- foreign Arbitral Awards

**Suggested readings:**

- 1) Cheshire And North's Private International Law
- 2) Essays in International Litigation and Conflict of Laws, by Lawrence Collins
- 3) Conflict of Laws, by Atul Setalwad
- 4) Private International Law Indian and English, by Paras Diwan and Peeyushi Diwan
- 5) Conflict of Laws, Lecture notes, by Abha J Mayss

**Annexure Number**

**PAPER: SEMINAR**

Seminar is intended to promote skills of legal research and presentation. It also helps in acquiring contemporary knowledge in law and recent judicial decisions. The Course teacher shall allot cases or topics to the students for presentation. All students are expected to prepare and present their own views.

**Annexure Number 62**

**PAPER: INTERNSHIP**

Internship is intended to provide a practical exposure to students in different avenues of practicing law. Each student shall complete a minimum of 20 (twenty) weeks internship during the entire period of the B.B.A.LLB (Hons) Programme, under NGO, Trial and Appellate Advocates, Judiciary, Legal Regulatory Authorities, Parliament or State Legislatures, Local Self Government Institutions and other such bodies where law is practiced either in action or in dispute resolution or in management, as the School may stipulate. The internship in any year cannot be for a continuous period of more than four weeks and all students shall at least go through once in the entire academic period with Trial and Appellate Advocates. Each student shall maintain an internship diary in such form as may be stipulated by the school and shall be evaluated by the Faculty council of permanent faculty of the School.

**Annexure Number**

**PAPER: DISSERTATION**

Dissertation is intended to familiarize the students with the methods of social as well as legal research. To measure the ability of the student to apply research methods, every student is required to do a dissertation under the guidance of a faculty member. The topic is to be selected by the student and shall be approved by the Faculty council of permanent faculty of the School at the beginning of Semester IX.

**Annexure Number 64**

**PAPER: VIVA VOCE**

There shall be a viva-voce examination, carrying 50 marks, at the end of the tenth semester of the course. The viva-voce shall be based on the subject studied in the course and on the dissertation or project work done by the candidate.

The Viva-voce shall be conducted by a Board consisting of the Director of the School as its Chairman, Two Course Teachers from the School and an External Expert who shall either be a Professor of Law or a Senior Advocate from the Bar, having not less than fifteen years of standing in the Bar.