

SYLLABUS FOR THE POST OF TRAINING OFFICER AND RESEARCH OFFICER

- UNIT I Constitutional and Administrative Law**
UNIT II Legal Theory and Public International Law
UNIT III Substantive Law
UNIT IV Procedural Law
UNIT V Current General Legal Knowledge and Basic Knowledge of Computer Application

UNIT I CONSTITUTIONAL AND ADMINISTRATIVE LAW

(1) CONSTITUTIONAL LAW

- Salient Features and nature of Indian Constitution.
- Fundamental Rights, Fundamental Duties and Directive Principles of State Policy.
- Judiciary – Supreme Court and High Court
- Constitutional Protection the Civil Servants
- Parliamentary Privileges

(2) ADMINISTRATIVE LAW

- Meaning, Scope, Nature and Importance of Administrative Law.
- Principles of Natural Justice.
- Administrative Discretion and its control.
- Judicial Review of Administrative Action-Writ Jurisdiction.
- Lokpal and Lokayukta- Power functions and appointments

UNIT II LEGAL THEORY AND PUBLIC INTERNATIONAL LAW

(1) LEGAL THEORY

- Nature, Scope and Sources of Law.
- Schools of Law – Natural, Analytical, Historical, Sociological, Realistic
- Administration of Justice – Administration of Criminal Justice and Theories of Punishment.
- Concept of Laws : Right, Duty, Ownership, and Possession
- Law and Morality.

(2) PUBLIC INTERNATIONAL LAW

- Meaning and Nature of Public International Law and its sources.
- Relation between International Law and Municipal Law
- Subject of International Law
- International Organisations – United Nation Organisation , International Court of Justice

UNIT III SUBSTANTIVE LAW

(1) LAW OF CONTRACT

- General Principles of Contract Sections 1 to 36, 68 to 72 and 73 of Indian Contract Act, 1872

(2) LAW OF TORTS

- Meaning, Nature, Scope and Objectives of Law of Torts
- Vicarious Liability, Strict Liability and Absolute Liability
- General Exceptions
- Doctrine of Remoteness of Damages

(3) SPECIFIC RELIEF ACT, 1963

- Recovering possession of property (Sec.- 5 to 8)
- Injunctions: Sec. 36 – 41
- Declaratory Decrees (Sec.- 34 to 35)
- Preventive Relief (Sec.- 36 to 43)

(4) INDIAN PENAL CODE

- Meaning, Nature and Essentials of Crime
- General explanation and General Exceptions
- Common Intention and Common Object
- Criminal Conspiracy
- Offences against or by Public servant
- Offence of giving False Evidence
- Offences against Property
- Offences against Human Body

(5) FAMILY LAW

- Sources of Hindu and Muslim Law
- Concept of Marriage and Divorce under Hindu and Muslim Law

(6) RIGHT TO INFORMATION ACT, 2005

UNIT IV PROCEDURAL LAW

(1) CIVIL PROCEDURE CODE

- Nature of Civil Suits
- Courts and their Jurisdiction
- Res-Judicata and Res Sub-Judice
- General Rules regarding Institution of Suits, Notice, Summons and Written Statement
- Hearing and Disposal of Suits
- Execution of Decree
- Appeal, Reference, Review and Revision
- Inherent power of the Court

(2) CRIMINAL PROCEDURE CODE

- Constitution of Criminal Courts, their Jurisdiction and Powers
- Arrest of persons and rights of arrested persons
- Information to the Police and their power to Investigate
- Security for keeping the peace and for good behavior
- Maintenance of public order and tranquility
- Preventive actions of Police
- Contingence of Offences, Complaint to Magistrate, Framing of Charges and Trial of cases
- Provision as to Bail and Bonds
- Appeal, Reference and Revision

(3) LAW OF EVIDENCE

- Meaning Nature and Scope of Law of Evidence
- General conception of Evidence: Presumption, Proving and Disproving, ,
- Relevant Fact: Res Geste, Confession, Dying Declaration, Expert Testimony, Judgment in Civil and Criminal Matters
- Evidence: Oral, Documentary, Primary and Secondary
- Burden of Proof
- Privileged Communications

**UNIT V CURRENT GENERAL LEGAL KNOWLEDGE AND BASIC
KNOWLEDGE OF COMPUTER APPLICATION**

(1) CURRENT GENERAL LEGAL KNOWLEDGE

It will include day to day happenings around India, particularly in the legal spheres.

(2) BASIC KNOWLEDGE OF COMPUTER APPLICATION

This paper will include basic questions related to Windows, internet and MS Office.