

**SOCIAL WELFARE ADMINISTRATION, SOCIAL POLICIES AND
SOCIAL LEGISLATIONS**

Introduction:

This course aims at helping the learner to understand management process and developing administrative skills and also to understand the learners to how policy is a link between Constitutional principles and legislative actions and to understand the concept of social development.

Objectives:

1. To acquire knowledge of the basic process of registering, managing and administrating Welfare Agencies in the context of social work profession.
2. To acquire skills to participate in management and administrative process and programme delivery
3. To develop the ability to see relationship between policy and programmes, analyse the process as applied in specific settings and specific programmes.
4. To gain knowledge on policy analysis and policy formulations and to study social policies, plans, legislations and programmes so as to be able to interpret, enforce and challenge them
5. To understand critically the concept, content/indicators of social development

Unit I

Social Welfare Administration: Meaning and definition of Social Welfare Administration and Social Work administration; Purpose, historical development. principles, functions and areas(Policy making, planning, personnel, supervision, office administration, budgeting, finance, fund raising, accounting, auditing, purchase and stock keeping, record maintenance, co-ordination, public relation, monitoring and evaluation, research, annual report);Social Welfare Administration at national, state and local levels; CSWB(Central Social Welfare Board),State Social Welfare Board, Directorate of Social Welfare and Handicapped Welfare.

Unit II

Social Welfare Programme and Agencies : Evaluation of Social Welfare in India ;Voluntary Social Work, Social Agencies: Meaning, definition, type and models of NGOs; Roles of NGOs in National Development. Governmental Schemes on Social Welfare; Agency registration: Methods, advantages, preparation of byelaws, memorandum of association, rules, regulation and registration procedures; Registration of Societies and Trusts: Governing Board, committees. Executives; Qualities, functions and role.

Unit III

Social Policy: Definition, need, evolution and constitutional base; Sources and instrument of social policy, policies regarding other backward castes (OBCs), Scheduled Castes (SCs), Scheduled Tribes (STs) and Denotified Communities. Policies and programmes for women, Children, aged and handicapped, development and implementation of programmes for weaker sections.

Unit IV

Social Planning and Social Development: Social planning and community planning, Need and importance. Planning machineries at the state & National levels; Five year plans Social development: Concept and indicators for social change and social development in India.

Unit V

Social Legislation: Definition, its roles as an instrument of social change, constitutional basis for social legislation: Fundamental Rights and Directive Principles of state Policy; Hindu, Muslim and Christian Personal Laws relating to Marriage, Divorce, Minority and Guardianship. Adoption, Succession and Inheritance; Legislation relating to social problems such as during prostitution, Juvenile delinquency, child labour, untouchability, physical and mental disabilities.

Note: Emphasis must be given to the Salient features and effects of the various social legislations mentioned in the unit.

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Jacob K.K. Social policy in India
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