

INFORMATION BROCHURE

Basic Certificate Courses
(April – June 2024)

Organized by



Institute of Constitutional and Parliamentary Studies
18-21, V.P. House, Rafi Marg, New Delhi-110001



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

1) About the Institute

Established in 1965, Institute of Constitutional and Parliamentary Studies (ICPS) is a premier research and training institute.

Headed by Hon'ble Speaker, Lok Sabha, who is ex-officio President of the Institute, ICPS is peer to similar centres of excellence existing in the Executive and Judiciary, viz., Indian Institute of Public Administration and Indian Law Institute, respectively.

Towards furtherance of its objects, the Institute undertakes research on mandated areas, conducts capacity building courses on legislative drafting, parliamentary procedures and allied field, publishes two research journals (refereed) and maintains a library. Institute also offers 'Advanced Certificate Courses' and 'Basic Certificate Courses'.

2) Basic Certificate Courses

In pursuance of its objects, the Institute *inter alia* organizes several Basic Certificate Courses, which are of the duration of 8-12 hours. The Basic Certificate Courses are offered on rotation basis in different batches and thus vary in different batches. During the January – March 2024 batch, following Basic Certificate Courses will be offered:

- i) BCC-LPP: Basic Certificate Course in Legislative Process in Parliament
- ii) BCC-EPP: Basic Certificate Course in Evolution of Parliamentary Practices and Procedures
- iii) BCC-LGPR: Basic Certificate Course in Local Self Government – Panchayati Raj
- iv) BCC-SDG: Basic Certificate Course in Sustainable Development Goals 2030 and Indian Constitution
- v) BCC-PETB: Basic Certificate Course in Personal Effectiveness and Team Building
- vi) BCC-PD: Basic Certificate Course in Parliamentary Diplomacy
- vii) BCC-PM: Basic Certificate Course in Parliament and the Media
- viii) BCC-PP: Basic Certificate Course in Parliamentary Privileges
- ix) BCC-IFP: Basic Certificate Course in Indian Foreign Policy
- x) BCC-LM: Basic Certificate Course in Leadership and Management
- xi) BCC-FDC: Basic Certificate Course in Fundamental Duties of Citizens
- xii) BCC-LMD: Basic Certificate Course in Learning Mediation

3) Duration of Courses

Basic Certificate Courses span over a period of 8-12 hours each.

4) Course Fee

Nil

5) Number of Seats

60 seats in each course

6) Eligibility Criteria

Candidates having scored a minimum of 50% marks in matriculation examination may apply for the courses.



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

Those registered and pursuing academic programmes in regular mode in other educational institutions may also enroll for and pursue the courses.

7) How to Apply

Candidates may apply by filling-out Google Form available.

8) Pursuing More than One Course Simultaneously

Subject to the availability of seats, candidates may register for and pursue a maximum of 3 courses simultaneously.

9) Procedure for Admission

First Stage	Receipt of applications and registration thereof in <u>chronological order of date of receipt</u> (till the last date of receipt of applications) and preparation of a list on the basis thereof.
Second Stage	Scrutiny of applications to ascertain eligibility of the candidates and preparation of a comprehensive list of eligible candidates.
Third Stage	Offering admission to the candidates as per the number of seats notified/ available.
Fourth Stage	Offering admission to the candidates against unfilled seats, if any.

NOTE: Admissions to the courses are offered on 'FIRST COME FIRST SERVE' basis as the Courses aim to enrich the knowledge base.

10) Course Schedule

On-line classes for the courses will be conducted on Saturdays/ Sundays; detailed schedule of classes will be notified subsequently.

11) Resource Persons

Besides the Course Coordinator, the course curriculum will be delivered by the Resource Persons from outside of the Institute (academicians and professionals possessing expertise in the domain area).

Resource Persons of following categories are usually invited to deliver lectures:

- Senior faculty members usually not below the rank of Associate Professor from Central Universities, Institutes of National Importance, premier research/ training institutes like IIPA, ILI, ISTM, etc., and other renowned institutions of higher education and learning in India
- Officers (in-service/ superannuated) usually not below the rank of Director from Lok Sabha/ Rajya Sabha Secretariats
- Officers (in-service/ superannuated) usually not below the rank of Director from Union Ministries of Law & Justice, Parliamentary Affairs, etc.
- Officers (in-service/ superannuated) usually not below the rank of Director from Election Commission of India, Comptroller-General of India, etc.
- Eminent and outstanding professionals/ experts of repute in the domain area.



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

12) Study Material

The Resource Persons are requested to indicate the sources of study relating to the respective theme delivered by them. Also, any study material provided by the Resource Persons is circulated/ forwarded to the students.

13) Certification

Certificates through Digilocker will be issued to the students who will be attending *at least* 60 percent of the lectures arranged.

Show-round of Parliament House Premises

Those students who will be attending at least 90 percent of the lectures arranged for their respective courses will be facilitated a show-round of Parliament House premises, subject to fulfillment of criteria/ conditions for the purpose.

14) Library Facility

Institute's library has several good sources on the themes included in the course curriculum, which the candidates may refer as per extant library rules.

15) Disclaimer

The Institute shall strive to adhere to the schedule and conditions indicated above under normal circumstances. However, it reserves the right to modify/ amend the schedule and conditions indicated above in view of any unforeseen exigencies. The decision of the Director-General in that event shall be final and binding.

1) **BASIC CERTIFICATE COURSE IN LEGISLATIVE PROCESS IN PARLIAMENT (BCC-LPP)**

About the Course

The primary function of Parliament is to make law or pass the legislation which can be initiated in the form of Bills. The Bills can be introduced in any House of Parliament. The Bills passed by both the Houses and assented to by President become Acts.

Objectives

The objective of organising the Course on Legislative Process is to enable the participants to understand the law-making process in Parliament. What are the steps involved in the entire process of legislation? Each Bill is a legislative proposal which can be moved in the form of a government Bill or Private Member's Bill. It has to go through various stages wherein the members get an opportunity to elicit their views on the Bill.

Duration

Duration of the course will be 10 hours.



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

Course Contents

Session-1:

This session will deal with legislative powers of Parliament as per Constitution. Following sub-themes will be discussed/ explained in this session:

- (a) Legislative Powers of Parliament: A Constitutional Scheme
- (b) Bills and Acts
- (c) Classification of Bills- Money Bills and Financial Bills
- (d) Certification of Money Bill and Special Procedure regarding Money Bills
- (e) Financial Bills: Financial Bills of Category-A
- (f) Financial Bills of Category-B
- (g) Financial Memoranda to Bills involving expenditure

Session-2:

In this session, the main constituent parts of a Bill will be explained in detail. A Bill usually consists of the following:

- (a) Title
- (b) Preamble
- (c) Enacting Formula
- (d) Short Title
- (e) Extent Clause
- (f) Commencement Clause
- (g) Definition Clause
- (h) Schedules
- (i) Statement of Objects and Reasons
- (j) Memorandum regarding a Bill to replace Ordinance
- (k) Annexures

Session-3:

Besides legislative competence of the Houses, this session will deal with following subjects:

- (a) Bills originating in Lok Sabha
- (b) Examination of Bills before Introduction
- (c) Introduction of Government Bills
- (d) Publication of Government Bills after Introduction
- (e) Reference of Bills to Departmentally related Standing Committees
- (f) Motions after Introduction of Bills
- (g) Amendments to Motions moved after Introduction of Bills
- (h) Procedure after presentation of Report of the Select or Joint Committee
- (i) Clause by Clause consideration of the Bill
- (j) Amendments to Bills
- (k) Third reading of the Bill
- (l) Adjournment of Debates on Bills
- (m) Dilatory Motion
- (n) Withdrawal of Bills
- (o) Procedure in Lok Sabha regarding Bills originating in Rajya Sabha
- (p) Assent to Bills

Session-4:



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

This session will deal with Private Members' Bills and the special procedural features thereof. Constitution amendments Bills will also be discussed during the session. The session will cover the following:

- (a) Private Members' Bills
 - (i) Special procedural Features regarding Private Members' Bills
 - (ii) Notice of Bills
 - (iii) Drafting of Bills
 - (iv) Introduction of Bills
- (b) Constitution Amendment Bills
- (c) Bills seeking to amend the Bills
- (d) Amendment by simple Majority
- (e) Amendment by Special Majority
- (f) Amendment of Constitution by Special majority and ratification by States

2) **BASIC CERTIFICATE COURSE IN**
EVOLUTION OF PARLIAMENTARY PRACTICES AND PROCEDURES
(BCC-EPP)

About the Course

During the 70 years journey of parliamentary democracy, from 1952 to 2022, an array of practices and procedures and conventions have evolved which have not only strengthened democracy but also made the representative institutions more accountable and more responsive. From the process of transition from colonial institution into sovereign Indian Parliament, several procedural innovations were initiated in the functioning of Parliament and Speaker G.V. Mavalankar was architect of these changes. Subsequent galaxy of Speakers introduced sound democratic traditions, rules, practices and customs which are fundamental to a healthy parliamentary culture.

Objectives

The objective of this course is to traverse the participants through the journey portraying the pioneering contributions made by successive Speakers in evolving parliamentary practices and procedures and how these have resulted into consolidating and deepening of democracy in India.

Duration

The duration of the course will be 10 hours.

Course Contents

Parliament of India synthesizes, harmonizes and reconciles the diverse interests and concerns, hopes and aspirations, expectations and desires of the people. What are the mechanisms or parliamentary devices, through which the voices of the people are resonated by the members of Parliament, on the floor of the Lok Sabha and the Rajya Sabha, will be deliberated in the following sessions:

- Session-1: Parliamentary System: An Over view*
Functioning of Parliament, Role of Members, important Parliamentary terms
- Session-2: Parliamentary Functionaries*
Leader of the House, Role of Opposition and Political Party System



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

- Session-3:* President's Address: Motion of Thanks (Scope and Discussion)
- Session-4:* *Significance of Question Hour*
{Starred/Unstarred Questions, Short Notice Question, Half-an-Hour Discussion}
- Session-5:* *Deliberative role of members by raising matters of public concern*
During Zero hour, under Rule 377, Calling Attention Motion, Adjournment Motion, and Short Duration Discussion
- Session-6:* *Cabinet Responsibility:*
Motions of No-Confidence and Motions of Confidence faced by various Prime Ministers
- Session-7:* *Need for the Anti-defection Law and the landmark decisions by Speakers, its assessment and evaluation*
- Session-8:* *Impeachment of a Sitting Judge:*
Process and Role of Parliament, case study
- Session-9:* *Executive Surveillance through Parliamentary Committees*
{Functioning of Financial Committees, Departmentally Related Standing Committees, Joint Committees}
- Session-10:* *Various Support services extended to the Members of Parliament to enable them to undertake their responsibilities smoothly and efficiently*

3) **BASIC CERTIFICATE COURSE IN**
LOCAL SELF GOVERNMENT – PANCHAYATI RAJ (BCC-LGPR)

About the Course

The history of Panchayat Raj Institutions in India can be traced to Vedic Era. In the Rig Veda there is mention of Sabha, Samiti and Vidatha as local self-units. These were democratic bodies at local level and the King used to get approval of these bodies for certain functions and decisions. The existence of these bodies continued in one form or other in limited manner. The real need to establish and strengthen these institutions was felt, after inclusion of Article 40 in the Directive Principles of State Policy in the Constitution of India. However, a series of committees and recommendations by committees and efforts by successive governments, the Panchayat Raj institutions could be established through 73rd Constitution Amendment in 1992. The term Panchayati Raj signifies the system of rural local self-government. It has been established in the states of India by the Acts of State Legislatures to build democracy at grassroots level.

Objectives

The Panchayati Raj institutions are the third pillar of governance after Central and State governments in India. The main objective of the course is to acquaint the participants about the evolution and functioning of these institutions. The course encompasses to familiarize the participants with the functioning of these institutions.

Duration

Duration of course will be 09 hours.



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

Course Contents

Session-1:

- Evolution of Panchayat Raj Institutions in India
- Historical perspective of local self-governments
- Existence of Panchayat Raj before independence
- Balwant Rai Mehta Committee
- Formation of various committees and Study Teams

Session-2:

- Ashok Mehta Committee
- GVK Rao Committee
- L M Singhvi Committee
- Thungan Committee
- Gadgil Committee

Session-3:

- Initiation of legislative process, 64th Constitution Amendment Bill introduced in Parliament 1989 by Government
- Revised bill by Government
- Narsimha Rao Government
- 73rd Constitution Amendment Act of 1992 and its significance

Session-4:

- Gram Sabha
- Three Tier System
- Election of Members
- Reservation of seats
- State Election Commission
- Powers and Functions
- Finances
- Finance Commission
- Eleventh Schedule

Session-5:

- Compulsory Provisions
- Voluntary Provisions
- PESA Act of 1996 (Extension Act)
- Objectives of the Act
- Features of the Act
- Finances of Panchayati Raj
- Limitations in performance
- Suggested Remedies
- Way Forward



4) **BASIC CERTIFICATE COURSE IN**
SUSTAINABLE DEVELOPMENT GOALS 2030 & INDIAN CONSTITUTION
(BCC-SDG)

About the Course

Sustainable Development Goals (SDGs) are a set of 17 Goals adopted by 193 member countries of the United Nations at the historic Summit held in New York on 25 September 2015. Came into force on 01 January 2016, the SDGs are expected to stimulate developmental actions in areas of critical importance such as ending poverty and hunger, providing healthy lives and quality education, achieving gender equality, providing modern energy, promoting sustainable economic growth, reducing inequality, etc. till the year 2030. Also known as the 2030 Agenda for Sustainable Development, the SDGs aim at transforming the lives and livelihood of the people across the globe.

As a member of the Open Working Group (OWG) constituted for preparing a proposal on the SDGs, India vociferously advocated the concerns of the developing countries. India emphasised on the priorities for lifting vast number of poor people out of poverty through rapid and inclusive economic growth. The NITI Aayog has been overseeing the implementation of SDGs at the national level. As part of this implementation process, the NITI Aayog has carried out a mapping of all SDGs, Central Ministries and the Centrally-sponsored Schemes.

Objectives

The course aims to provide participants with an in-depth understanding of the 17 SDGs and their targets. The course will help the stakeholders and the participants to understand the importance of international policy and the individual responsibilities towards the society, and also how India has taken a lead as a responsible democracy with its constitutional values to achieve the goals of Sustainable Development 2030. Through interactive sessions and case studies, the program seeks to foster a culture of awareness and action towards building a more sustainable future.

Duration

Duration of the course will be 8 hours.

Course Contents

- Session-1: Sustainable Development: A Vision for Green Globe*
- Session-2: Sustainable development in India: Evolution & Legal Perspective*
- Session-3: Rights of Nature for Sustainable Development*
- Session-4: Law, Policy & Governance Crossroads towards Green Development*
- Session-5: Innovations in Democracy for Achieving SDG's 2030*
- Session-6: Role of International Policy and Reforms in Establishing Fundamentals of Sustainable Development Goals*
- Session-7: Climate Change & Development: Constitutional Perspective and Transformational Challenges*
- Session-8: Indian Democracy leading the Goal of Sustainable Development: 2030 & Interactive Session*



5) **BASIC CERTIFICATE COURSE IN
PERSONAL EFFECTIVENESS & TEAM BUILDING (BCC-PETB)**

About the Course

The global work environment is dynamic and volatile. Every individual that aspires to be part of the professional ecosystem is required to possess quintessential competencies to manage self and others. Accordingly, two personal traits viz., personal effectiveness and team building acquire significance. Personal effectiveness is different thing to different people because everyone has own standards of success and achievement. Personal effectiveness is a trait that is often linked to positive wellbeing and is an important part of leading a successful and fulfilling life. It helps a person to be more productive, motivated and consistent.

Since individuals also have to work in group settings, they also need to learn and nurture this trait. Team Building is a management technique used for improving the efficiency and performance of the work groups through various activities. It involves a lot of skills, analysis and observation for forming a strong and capable team. The sole motive is to achieve the vision and objectives. Team building helps in identifying Strengths and Weaknesses, direct towards vision and mission, develops communication and collaboration, establishes role and responsibilities, initiates creative thinking and problem solving approach, builds trust and morale, introduces and manage changes, facilitates delegation for better productivity. This highlights the need of study of the course.

Objectives

- To help the participants to be better listeners
- To assist the participants manage time and stress
- To understand interpersonal relations and learn how to build rapport
- To hone team management skills for better interpersonal relations and communication

Duration

Duration of the course will be 8 hours.

Course Contents

Session-1: Understand Interpersonal Relations and Learn How to Build Rapport

Session-2: Apply Effective Listening and Oral Communication Techniques

Session-3: Apply Techniques to Manage Teams/ Groups for Effective Brainstorming

Session-4: Apply Techniques to Manage Self with Specific Focus on Managing Time and Stress

6) **BASIC CERTIFICATE COURSE IN
PARLIAMENTARY DIPLOMACY (BCC-PD)**

About the Course

Parliament plays a pivotal role in Indian democratic system. It is also an instrument of governmental administration. Being the reflection of people's will, the function of the Parliament touches almost every aspect of the state craft and reshapes the perceptive of the governance according to the will of the people. There has always been an interest of Parliament in the foreign policy of the country. Also, with growing development in global



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

geo-politics, the discussions in Parliament on global issues have become more frequent. Therefore, in recent times, Parliaments have dramatically extended their circle of interest in the foreign field. Issues of foreign policy have frequently been subject of discussion, either in committees or during a parliamentary plenary session. In addition, parliamentary delegations participate in the work of parliamentary assemblies of international organizations. Also, there are exchange of programmes and delegations between Parliaments of various countries. The scope and role of Parliament has increased in recent times. This justifies the need of understanding of Parliamentary diplomacy.

Objectives

The Certificate Program on 'Parliamentary Diplomacy' aims to introduce and familiarise that Parliamentary form of diplomacy has become an important tool in recent times. The Certificate Program on 'Parliamentary Diplomacy' will highlight the Indian foreign policy aspect in parliamentary democracy. This course will also enhance and increase the awareness on diplomacy and India's foreign policy and relations.

Duration

Duration of the course will be 10 hours.

Course Contents

Session-1: Introduction to Diplomacy

Diplomacy, in simple terms, is management of relations of a nation state with different state actors in geopolitics. This session will deliberate upon the meaning, definition, scope and purpose of diplomacy. The session will review various contours of diplomacy and its importance in foreign relations and policy making. The session will also touch upon various types of diplomacy. As modern diplomacy has undergone many changes in way diplomacy is done, so the session will trace the styles and content of diplomacy till today, which will of course include 'Parliamentary Diplomacy'.

Session-2: India's Foreign Policy

An understanding of diplomacy is incomplete without understanding the foreign policy of a nation state in general and India in particular. The session will talk about the foreign policy of India, the path traversed by India in its foreign policy and its contemporary dimensions. The session will discuss the determinants of India's foreign policy. The session will reflect the role played by national interest of India in foreign policy making at national and international level. It will touch upon the foreign policy of India from our first Prime Minister Nehru to the current Hon'ble Prime Minister Narendra Modi. The policies adopted by India in various times and regimes.

Session-3: Diplomatic Communication

Communication is the basic tool of diplomacy. With the basics remaining the same, there is no doubt that different people viz-a-viz countries communicate differently. A diplomat, at all levels, has to communicate to different kind of people viz-a-viz countries with an underlining motive to convey message of the interest of his or her own nation in a clear yet soft manner. The session will explain the specific terminologies used by countries to send official communication under "Vienna Convention". The session will also discuss how, in contemporary times, parliament has taken a step ahead in communicating with state and non-state actors of other states. Case studies will also be discussed.



सांविधानिक तथा संसदीय अध्ययन संस्थान Institute of Constitutional and Parliamentary Studies

18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

Session-4: Diplomatic Protocol

The Vienna Convention on Diplomatic Relations (1961) is a treaty that defines the framework for the conduct of diplomatic relations between countries. This treaty lays down the diplomatic protocol that is followed by the nation-states across globe to conduct its relations with other countries. The session will make the learner abreast of the Vienna convention, diplomatic protocols, kinds of protocols and immunities enjoyed by a diplomat under his diplomatic cover.

Session-5 Diplomatic Etiquette

After understanding the jargons of 'Diplomatic Communication' and 'Diplomatic Protocol', the learner will be made abreast with the 'diplomatic etiquette' practised globally. Along with these norms in 'diplomatic etiquette' practised by the diplomatic community the session will also discuss various case studies relating to that. The session will include certain hands-on training on 'diplomatic etiquette'.

Session-6: Conflict Resolution

'Conflict resolution' is the basic premise of diplomacy in the geopolitics where there is a constant clash of interests of nation-states. The session will ponder over the basic understanding of conflict resolution and then will deliberate upon the role of diplomacy in conflict resolution. It will take up certain case studies to do the same.

Session-7: Negotiation Skills

Diplomacy is incomplete without using the tool of 'negotiation skills'. The session aims to provide a hands-on training on negotiation skills.

Session-8: Role of Parliamentary Diplomacy

The session will discuss how there is an expansion of diplomacy from closed door to Parliaments. It will also talk about the role of Parliament in conducting diplomacy through various means.

Session-9: Multilateral Organisations and Diplomacy

There are more than one actor involved in 'Multilateral Diplomacy'. Multilateral diplomacy requires very specific forms of networking, information gathering, alliance building and coordination among partners. It is very different from bilateral diplomacy. The session will aim to discuss the types of multilateral organisations, reformed multilateralism and need of change in multilateralism through diplomacy.

Session-10: Current International Issues

The session will highlight and discuss the ongoing international issues of concern for India in the geopolitics. It will also highlight the role of India in the current international issues. It will examine the affect of these issues on India and the world as a whole.



7) **BASIC CERTIFICATE COURSE IN
PARLIAMENT AND THE MEDIA (BCC-PM)**

About the Course

The module will explore the contours of engagement of Parliament of India, one of three branches created by the Constitution, with the Press/Media known by its moniker the ‘Fourth Estate’ or the ‘Fourth Pillar’ of democracy.

British essayist Thomas Carlyle wrote: “Burke said there were Three Estates in Parliament; but in the Reporters’ gallery yonder, there sat a Fourth Estate more important than they all”. These famous words underscored the crucial connect in the relationship between Parliament and Media.

Over the last 70 years of its existence, Parliament of India witnessed and adapted to the changing landscape in the world of media. From the predominant presence of Print Medium till the early 1990s to the expansion and growth of Electronic Medium with greater accent on television in the decade thereafter, and now the ubiquitous New Media in which social media has come to dominate the discourse.

Objectives

The course will take the participants through this journey of how Indian Parliament accommodated media in its working and disseminate through its medium/platform the dynamics of functioning of this Institution. The course will trace the origins of this engagement nearly 100-years ago with the creation of Central Legislative Assembly and the growth of this relationship over the next seven decades. The practices and procedures followed by each of the two House of Parliament in regard to media in providing the members of this community access, facilitate coverage of proceedings, built in safeguards to provide protection in reporting true proceedings, and took a liberal view in regard to issues of breach of privilege. A brief synopsis of best practices in various parliamentary democracies and media as also the guidelines of international institutions like the Inter-Parliamentary Union and Commonwealth Parliamentary Association will also be provided for best appreciation of Indian position.

Duration

Will be spread over 10 sessions of one hour each

Course Contents

Session-1

Central Legislative Assembly and laying foundation for engagement with Press

Session-2

Constituent Assembly and Provisional Parliament practices and specific provisions in the Constitution applicable to Press/ Media

Session-3

Devote time to the debate on Freedom of the Press as a Right and why it was not accepted

Session-4

Parliament of India and Press/Media since 1952 broad overview of the altering media landscape



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

Session-5

Allowing telecast of proceedings of Parliament, a gradual phase till the creation of Sansad TV

Session-6

Debate on Amendment to Article 19 inserting reasonable restrictions

Session-7

Press Advisory/Gallery Committees and Media Advisory Committees, facilitating access

Section-8

Parliament coverage and acquaint with norms of what to report and what not to report

Section-9

Parliamentary Privileges and Media including some case studies and issues

Section-10

Glimpses of international practices of other Parliaments, the Inter-Parliamentary Union and Commonwealth Parliamentary Association.

**8) BASIC CERTIFICATE COURSE IN
PARLIAMENTARY PRIVILEGES (BCC-PP)**

About the Course

Parliamentary Privileges are the rights and immunities enjoyed by members of each House of parliament both collectively and individually which enable them to discharge their duties.

Objective of the Course

Parliamentary Privileges is one of the commonly misunderstood concept. The objective of the Course is to enable the participant to understand and appreciate the need of Parliamentary privileges.

Duration

Duration of the Course will be of 12 hours.

Course Contents

The Course will include following sessions:

- (i) Parliamentary Privileges: Concept and Imperative
(What are Parliamentary privileges; Why are they needed; Constitutional provisions)
- (ii) Committee on Privileges
(Constitution of the Committee; its Functions and Powers)
- (iii) Privileges enjoyed by Members of Parliament
(list of a few Parliamentary Privileges)
- (iv) Breach of Privilege
(Punishment for breach of Privilege; Some Important Cases)
- (v) Codification: Reasons for and Against
(Why are the Privileges not codified)
- (vi) Parliamentary privileges *vis-a-vis* Freedom of Press



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

- (vii) Parliamentary Privileges and Jurisdiction of Courts
- (viii) Parliamentary Privileges and the Executive
- (ix) Parliamentary Privileges and Fundamental Rights
- (x) Parliamentary Privileges Vs Fundamental Rights
- (xi) Privileges and Ethics
- (xii) Parliamentary Privileges and Anti-Defection Law

**9) BASIC CERTIFICATE COURSE IN
INDIAN FOREIGN POLICY (BCC-IFP)**

About the Course

Indian foreign policy has evolved over the years. It is dynamic, not static responding to stimuli from domestic and external developments. It also carries India's cultural, and spiritual heritage as enshrined in our scriptures. In recent times, economic diplomacy and defence and security aspects have also been critically factored in making of Indian foreign policy. Be that as it may, the promotion of national interest and ensuring the security and defense of the country are the cardinal principles of Indian foreign policy. Succeeding prime ministers have also contributed their thoughts and ideas to the making of Indian foreign policy.

Objectives

The objective of the course is to acquaint and familiarise students of the dynamic nature of Indian foreign policy.

Duration

Duration of the Course will be of 12 hours.

Course Contents

Session-1: Evolution of Indian Foreign Policy

- The cultural and spiritual moorings of Indian foreign policy
- India's freedom struggle
- Nationalism, anti-imperialism and anti-colonialism
- Impact of Gandhi, Nehru, and Subash Chandra Bose
- India's membership of the Commonwealth

Session-2: Non-Alignment: How Relevant is it Today?

Imperatives of Non-alignment, after effects of Cold War, The Korean War, New International Economic Order (NIEO), and Why NAM is defunct today, reinventing NAM?

Session-3: India's Nuclear Policy

India's Atomic Energy Policy, Peaceful Nuclear Explosion (PNE), Indo-US Nuclear Deal, waiver at the Nuclear Supplier Group (NSG)

Session-4: The enduring India-Russia relations: Can it withstand new dynamics of emerging geopolitics?

This session elucidates the evolution of the India-Russia relation and Russia's role in India's development in various sectors such as still, atomic energy, space, defense and Russia's



सांविधानिक तथा संसदीय अध्ययन संस्थान Institute of Constitutional and Parliamentary Studies

18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

support to India for UNSC membership. It also focus on India-Russia friendship treaty of 1971. This segment will also dwell upon India-Russia relations after the disintegration of the erstwhile USSR and end of the Cold War.

Session-5: India-US Relations: From Estranged Democracy to Global Strategic Partnership

This session will discuss why in the initial years of Independence India-US relations didn't develop and how US imposed sanctions on India for India's nuclear program, it will also throw light on the role of US in the India-China war of 1962. The session will touch down how India and USA transformed their relationship to Comprehensive Global Partnership and the visit of President Biden to India.

Session-6: Indo-Pacific: The kernel of India's Act East Policy

This session will focus on the geo-politics in oceanic dimension-the strategic significance of India's engagement with South East Asia, the traction of Indo-Pacific, China's assertive behaviour, freedom of the sea, South China Sea, Quadrilateral alliance of USA, Japan, India and Australia, India's Malabar Naval Exercise, etc.

Session-7: Engaging with China: The Persistent Security Dilemma

This session will analyse India's complex and complicated relations with its mighty northern neighbour. Strategic rivalry and persistent security dilemma permeates India's relationship with Chin. This session will also throw light on India's China policy.

Session-8: India-Japan Relations

This session will delineate India's enduring relationship with Japan and its role in the development of India. Political and economic and strategic relations between the two countries will be the flavour of this session.

Session-9: India and Her Neighbours

This session will dwell upon India's engagement with its neighbors – Pakistan, Bangladesh, Nepal, Bhutan, Sri Lanka and Maldives. It will also elucidate India-China contestation in South Asia.

Session-10: India's Economic Diplomacy and Developmental Partnership

This session aimed at discussing India's developmental programs both in the neighbourhood and beyond including the Parliamentary Internship Program (PIP) and Legislative Drafting Program for foreign Parliamentary officials for capacity building.

Session-11: India's Soft Power including Diaspora

This session will dwell up on India's soft power and cultural diplomacy including Yoga and Bollywood including Indian Diaspora as a strategic asset.

Session-12: Parliament and Indian Foreign Policy

This session will elucidate role of Parliament including the role of Standing Committees in making of foreign policy.

10) BASIC CERTIFICATE COURSE IN LEADERSHIP AND MANAGEMENT (BCC-LM)

About the Course



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

The certificate course on "Leadership and Management: Key to Effective Governance" is designed to address the contemporary challenges faced by government officials in India. Balancing the demands of competition and work has become increasingly complex, resulting in a blend of impatience and determination among professionals.

This course leverages the fusion of ancient Indian wisdom and modern management concepts to offer a unique strategy to tackling these challenges. With a focus on constitutional and parliamentary studies, the course spans eight hours and aims to empower government officials with the leadership skills and management strategies necessary for efficient governance in the modern era.

Objectives

The course aims to achieve the following objectives:

- Provide insights into leadership and management strategies through an Indian lens.
- Equip participants with effective time management techniques for enhanced productivity.
- Cultivate patience, teamwork, and collaborative skills essential for successful governance.
- Address mental obstacles and stereotypes that hinder effective decision-making.
- Foster the development of robust professional networks and relationships.
- Learn how to strategically align leadership with organizational goals
- Encourage creativity and innovation in addressing governance challenges.
- Enhance participants' ability to manage authority and responsibility effectively.
- Improve focus, attention, and the acquisition of new skill sets for adaptive governance.

Duration

The duration of the course will be 8 hours.

Course Contents

Session-1: Leadership and Management – An Indian Perspective

Exploring leadership qualities and management practices in ancient India; and Extracting lessons and strategies on ethical governance, decision-making, and conflict resolution

Session-2: Managing Time Effectively

Techniques for prioritizing tasks and optimizing time allocation; and Time management strategies tailored for effective governance

Session-3: Learning Patience and Teamwork

Understanding the importance of patience and collaboration in governance roles; and Building cohesive and collaborative teams for efficient governance

Session-4: Overcoming Mental Blockages and Stereotypes

Identifying and mitigating mental barriers that hinder effective governance; and Challenging stereotypes for inclusive and equitable decision-making

Session-5: Building a Professional Network and Relationships

Exploring the significance of networking in the context of governance; and Techniques and strategies for fostering relationships that support effective governance



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

Session-6: Fostering Creativity and Innovation

Encouraging innovative approaches to address complex governance challenges; and
Creating an environment conducive to fostering creativity and innovation

Session-7: Managing Authority and Responsibility

Balancing authority and accountability in governance roles; and Effective delegation and empowerment techniques for improved governance

Session-8: Improving Focus and Attention - Developing New Skillsets

Techniques to enhance focus and attention amidst dynamic governance environments; and
Lifelong learning strategies for acquiring new skills relevant to governance.

**11) BASIC CERTIFICATE COURSE IN
FUNDAMENTAL DUTIES OF CITIZENS (BCC-FDC)**

About the Course

There have been clarion and repeated calls by our present Prime Minister to the citizens of our country for making a “New India” by removing our existing shortcomings and counting on our strengths. There are definitely many ways in which citizens may contribute in achieving the cherished vision and goal of “New India”, one of the most important and timely contributions will be abiding by the fundamental duties enshrined in the Constitution of India [(Part-IVA, Article-51A, Clauses- (a) to (k)]. Over the years the focus has been on the fundamental rights and many socio-economic and political milestones have been achieved, this is high time the focus shifts on fundamental duties, each and every citizen start following his/her fundamental duties strictly. Surely a “New India” would be the outcome and hopefully this would be a vivid improvement over the existing one.

Learning Objectives

The Learning objectives of this certificate Course are as mentioned below:

- To enrich students with knowledge and relevance of Fundamental Duties enshrined in the Indian Constitution.
- To inculcate a sense of Constitutionalism and a sense of moral obligation for following their Fundamental Duties in thought and action in their day-to-day life.

Learning outcomes

The learning outcomes of this Course are as follows:

- To understand the concept of Fundamental Duties and their relevance
- To understand Fundamental Duties in historical perspective
- To understand the constitutional philosophy and nuances of Fundamental Duties
- To apply the spirit of Fundamental Duties in everyday life of citizens.

Duration of the Course

Duration of the Course will be eight (08) hours.



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

Course Contents

UNIT-I: Fundamental Duties—Understanding the Concept

- Meaning of Fundamental Duties
- Fundamental Rights and Fundamental Duties
- Philosophy of Fundamental Duties under Western Jurisprudence
- Philosophy of Fundamental Duties under Indian Jurisprudence
- Relevance of Fundamental Duties in Nation Building

UNIT-II: Fundamental Duties in Historical Perspective

- Fundamental Duties during Ancient Period
- Fundamental Duties during Medieval Period
- Fundamental Duties during British Period
- The Constituent Assembly Debates about Duties
- Fundamental Duties after Independence

UNIT-III: Fundamental Duties and the Constitution

- Constituent Assembly Debates and Fundamental Duties
- Preamble to the Constitution and Fundamental Duties
- Insertion of Fundamental Duties in the Constitution
- Various Aspects and Nuances of Fundamental Duties [Article 51A (a)-(k)]

UNIT-IV: Comparative Study of Fundamental Duties

- Fundamental Duties in other countries: China, Hungary, Bulgaria, Germany, Japan, Spain, Korea, Italy, Poland, Romania, Kuwait, Albania etc.
- Case Studies and Best Practices
- Relevance of Fundamental Duties for 'New India'

Essential Readings:

The Constitution of India, 1950 (The Latest Edition).

Suggested Readings:

Durga Das Basu, et al., *Introduction to the Constitution of India* (Lexis Nexis, 26th edn, 2022)

The Constituent Assembly Debates (CAD), Vol. X-XII (pp. 429-456), Lok Sabha Secretariat (2014), Government of India, New Delhi.

12) BASIC CERTIFICATE COURSE IN LEARNING MEDIATION (BCC-LMD)

About the Course

The course is designed to equip the participants with the skills of understanding conflict and transforming the same to bring peace and harmony in their life.

Objectives

- Understanding why people have conflicts.
- Understanding interests, priorities and goals of conflicting parties.
- Blending mediation theory and techniques with practice.
- Learning to deal with difficult people so as to build relationships.



सांविधानिक तथा संसदीय अध्ययन संस्थान
Institute of Constitutional and Parliamentary Studies
18-21, Vithalbhai Patel House, Rafi Marg, New Delhi-110001

- Transforming competition in to cooperation for resolution of disputes.
- Learning through role-plays based on real-life experiences.
- Understanding the relevance of good communication & negotiation skills.
- Equipping yourself for the role as a Mediator.

Duration

Duration of the Course will be eight (08) hours.

Course Contents

Session-1:

Alternative Dispute Resolution Mechanism: Understanding different modes of dispute resolution Mechanisms: Arbitration; Mediation; Conciliation; Lok Adalat; Judicial Settlement.

Session-2:

Understanding conflict; causes of conflict; conflict core and transforming conflict

Session-3:

Philosophy of Mediation: Understand its Pillars and define it as an art or science.

Session-4:

Process of Mediation: the key steps of classical process with invisible facilitation for navigating resolution.

Session-5:

Communication: Its significance in mediation; an area worthy of analysis and practice.

Session-6:

Negotiation: Know the skills for prevention of disputes and its resolution.

Session-7:

Roles and Responsibilities of all the stakeholders: Mediator/ Parties/ Lawyers

Session-8:

Ethics: Unsaid Code and Practices to be followed by the Mediators.
