

REPUBLIC OF INDIA

Public Administration Country Profile

Division for Public Administration and Development Management (DPADM)
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India

[Click here](#) for detailed map



Source: [The World Factbook](#) – India

Government type

Federal Republic

Independence

15 August 1947 (from UK)

Constitution

26 January 1950; amended many times

Legal system

based on English common law; limited judicial review of legislative acts; accepts compulsory ICJ jurisdiction, with reservations; separate personal law codes apply to Muslims, Christians, and Hindus

Administrative divisions

28 states and 7 union territories

Source: [The World Factbook](#) – India

With a population of more than 1,027 million as accounted by the March 1, 2001 population census, India has ethnic diverse cultures and religions. In fact, this uniqueness in the ethnicity of the country is the factor that makes it different from other nations. Moreover, the vastness of India's nationalism, accounting to a plethora of cultural extravaganza, religions, etc. is the reason that the country is seen more as a seat for a major world civilization than a mere nation-state.

Regional territories in India play an important role in differentiating these ethnic groups, with their own social and cultural identities. The religions that are prevalent in the country are Hinduism, Christianity, Islam, Sikhism, Buddhism, and Jainism, with the freedom for citizens to practice any religion. With the governance of 35 different states and union territories in the country, there has originated a sense of regionalism amongst the various parts, with different states displaying different cultures, which although eventually fuse through a common bond to showcase a national cultural identity.

The Constitution of India has recognised 22 different languages that are prevalent in the country, out of which, Hindi is the official language and is spoken in most of the urban cities of India. Other than these 22 languages, there are hundreds of dialects that add to the multilingual nature of the country.

The History of India begins with the birth of the Indus Valley Civilization, more precisely known as Harappan Civilization. It flourished around 2,500 BC, in the western part of South Asia, what today is Pakistan and Western India. The Indus Valley was home to the largest of the four ancient urban civilizations of Egypt, Mesopotamia, India and China. Nothing was known about this civilization till 1920s when the Archaeological Department of India carried out excavations in the Indus valley wherein the ruins of the two old cities, viz. Mohenjodaro and Harappa were unearthed. The ruins of buildings and other things like household articles, weapons of war, gold and silver ornaments, seals, toys, pottery wares, etc., show that some four to five thousand years ago a highly developed Civilization flourished in this region.

In ancient times, people from all over the world were keen to come to India. The Aryans came from Central Europe and settled down in India. The Persians followed by the Iranians and Parsis immigrated to India. Then came the Moghuls and they too settled down permanently in India. Chengis Khan, the Mongolian, invaded and looted India many times. Alexander the Great too, came to conquer India but went back after a battle with Porus. He-en Tsang from China came in pursuit of knowledge and to visit the ancient Indian universities of Nalanda and Takshila. Columbus wanted to come to India, but instead landed on the shores of America. Vasco da Gama from Portugal came to trade his country's goods in return for Indian species. The French came and established their colonies in India.

Lastly, the Britishers came and ruled over India for nearly 200 years. After the battle of Plassey in 1757, the British achieved political power in India. And their paramountcy was established during the tenure of Lord Dalhousie, who became the Governor- General in 1848. He annexed Punjab, Peshawar and the Pathan tribes in the north-west of India. And by 1856, the British conquest and its authority were firmly established. And while the British power gained its heights during the middle of the 19th century, the discontent of the local rulers, the peasantry, the intellectuals, common masses as also of the soldiers who became unemployed due to the disbanding of the armies of various states that were annexed by the British, became widespread. This soon broke out into a revolt which assumed the dimensions of the 1857 Mutiny.

At the conclusion of the Second World War, an interim government in India was formed which was headed by Jawaharlal Nehru. However, the Muslim League refused to participate in the deliberations of the Constituent Assembly and pressed for the separate state for Pakistan. Lord Mountbatten, the Viceroy of India, presented a plan for the division of India into India and Pakistan. India became independent on August 15, 1947. Jawaharlal Nehru became the first Prime Minister and continued his term till 1964.

Source: National Portal of India – Know India – Culture and Heritage (2005) (edited)

1. General Information

1.1 People	India	China	Vietnam	1
Population				a
Total estimated population (,000), 2003	1,065,462	1,304,196 ⁱ	81,377	
Female estimated population (,000), 2003	516,398	634,419 ⁱ	40,827	
Male estimated population (,000), 2003	549,064	669,777 ⁱ	40,550	
Sex ratio (males per 100 females), 2003	106	106 ⁱ	99	
Average annual rate of change of pop. (%), 2000-2005	1.51	0.73 ⁱ	1.35	
Youth and Elderly Population				b
Total population under age 15 (%), 2003	33	23 ⁱ	31	
Female population aged 60+ (%), 2003	8	11 ⁱ	7	
Male population aged 60+ (%), 2003	7	10 ⁱ	8	
Human Settlements				c
Urban population (%), 2001	28	37 ⁱ	25	
Rural population (%), 2001	72	63 ⁱ	75	
Urban average annual rate of change in pop. (%), '00-'05	2.29	3.22 ⁱ	3.06	
Rural average annual rate of change in pop/ (%), '00-'05	1.22	-0.83 ⁱ	0.71	
Education				d
Total school life expectancy, 2000-2001	10.4	1
Female school life expectancy, 2000-2001	1
Male school life expectancy, 2000-2001	1
Female estimated adult (15+) illiteracy rate (%), 2000	54.6 ⁱⁱ	22.1 ⁱ	9.3 ⁱⁱⁱ	2
Male estimated adult (15+) illiteracy rate (%), 2000	31.6 ⁱⁱ	7.9 ⁱ	5.5 ⁱⁱⁱ	2
Employment				e
Unemployment rate (15+) (%), 2000	..	3.1 ^{iv}	..	1
Female adult (+15) economic activity rate (%), 1990	34 ^{vi}	73 ^v	74 ^{vii}	2
Male adult (+15) economic activity rate (%), 1990	80 ^{vi}	85 ^v	82 ^{vii}	2

Notes: ⁱ For statistical purposes the data for China do not include Hong Kong and Macao Special Administrative Regions, ⁱⁱ Illiteracy rates estimated by UNESCO for 2000, ⁱⁱⁱ 1999, ^{iv} Official estimates, Month of December, Urban areas only, ^v Economically active relates only to employed persons, ^{vi} 1991 Excluding Jammu and Kashmir (the final status of which has not yet been determined), ^{vii} 1989.

1.2 Economy	India	China	Vietnam	2
GDP				a
GDP total (millions US\$), 2002	515,012	1,237,145	35,110	
GDP per capita (US\$), 2002	491	966	436	
PPP GDP total (millions int. US\$), 2002	2,694,989	5,732,000	180,344	
PPP GDP per capita(int. US\$), 2002	2,571	4,475	2,240	
Sectors				b
Value added in agriculture (% of GDP), 2004	21.2	15.2	21.8	
Value added in industry (% of GDP), 2004	27.0	52.9	40.1	
Value added in services (% of GDP), 2004	51.8	31.9	38.2	
Miscellaneous				c
GDP implicit price deflator (annual % growth), 2004	4.9	6.5	7.9	
Private consumption (% of GDP), 2004	8.0	43.1	65.3	
Government consumption (% of GDP), 2004	3.9	12.0	6.4	

¹International Comparison Programme benchmark estimates.

¹ [United Nations Statistics Division](#):

^a [Statistics Division and Population Division of the UN Secretariat](#); ^b [Statistics Division and Population Division of the UN Secretariat](#); ^c [Population Division of the UN Secretariat](#); ^{d1} [UNESCO](#); ^{d2} [UNESCO](#); ^{e1} [ILO](#); ^{e2} [ILO/OECD](#)

² [World Bank - Data and Statistics](#):

^a [Quick Reference Tables](#); ^b [Data Profile Tables](#); ^c [Country at a Glance](#)

1.3 Public Spending	India	China	Vietnam	
Public expenditures				3
Education (% of GNP), 1985-1987	3.2	2.3	..	a
Education (% of GNP), 1995-1997	3.2	2.3	..	a
Health (% of GDP), 1990	0.9	2.2	..	
Health (% of GDP), 1998	..	2.1 ¹	..	
Military (% of GDP), 1990	2.7	2.7	..	b
Military (% of GDP), 2000	2.4	2.1	..	b
Total debt service (% of GDP), 1990	2.6	2	..	
Total debt service (% of GDP), 2000	2.2	2	..	

Notes: ¹ Data refer to 1999

1.4 Public Sector Employment and Wages						
<i>Data from the latest year available</i>						
		India 1991-1995	India 1996-2000	East Asia & Pacific ⁴ 1996-2000	South average ⁴ 1996-2000	low income group average ⁴ 1996-2000
Employment						
Civilian Central Government ⁵	(,000)	..	2,735			
	(% pop.)	..	0.3	0.63	..	0.5
Sub-national Government ⁵	(,000)	3,842	5,477			
	(% pop.)	0.5	0.6	0.63	..	0.5
Education employees	(,000)	2,803	2,803			
	(% pop.)	0.3	0.3	0.76	0.4	0.9
Health employees	(,000)	720	720			
	(% pop.)	0.1	0.1	0.16	0.5	0.6
Police	(,000)	..	600			
	(% pop.)	..	0.06	0.26	0.62	0.30
Armed forces	(,000)	..	1,175			
	(% pop.)	..	0.1	0.53	0.7	0.3
SOE Employees	(,000)	..	6,460			
	(% pop.)	..	0.7	1.18	..	13.1
Total Public Employment	(,000)	..	21,166			
	(% pop.)	..	2.20	2.3
Total Central gov't wage bill	(% of GDP)	4.2	1.8	9.4	2.1	5.4
Total Central gov't wage bill	(% of exp)	9.7	11.0	24.4	16.2	24.7
Average gov't wage	(,000 LCU)	42	75			
Real ave. gov't wage ('97 price)	(,000 LCU)	54	75			
Average gov't wage to per capita GDP ratio		3.8	4.8	2.9	2.9	4.4

Source: World Bank - Public Sector Employment and Wages

³ UNDP - Human Development Report 2002

^a Data refer to total public expenditure on education, including current and capital expenditures.

^b As a result of a number of limitations in the data, comparisons of military expenditure data over time and across countries should be made with caution. For detailed notes on the data see SIPRI (2001).

⁴ Averages for regions and sub regions are only generated if data is available for at least 35% of the countries in that region or sub region.

⁵ Excluding education, health and police – if available (view [Country Sources](#) for further explanations).

2. Legal Structure

India is a Union of States. According to its constitution, India is a "sovereign, socialist, secular, democratic republic." India has a federal form of government. However, the central government in India has greater power in relation to its states, and its central government is patterned after the British parliamentary system.

India's central government is divided into three distinct but interrelated branches: legislative, executive, and judicial. As in the British parliamentary model, the leadership of the executive is drawn from and responsible to the legislative body. Although Article 50 stipulates the separation of the judiciary from the executive, the executive controls judicial appointments and many of the conditions of work. In addition, one of the more dramatic institutional battles in the Indian polity has been the struggle between elements wanting to assert legislative power to amend the constitution and those favoring the judiciary's efforts to preserve the constitution's basic structure.

Source: Indian Government Portal: Government and Parliament (2005) - edited

2.1 Legislative Branch

bicameral Parliament or Sansad consists of the Council of States or Rajya Sabha (a body consisting of not more than 250 members, up to 12 of whom are appointed by the president, the remainder are chosen by the elected members of the state and territorial assemblies; members serve six-year terms) and the People's Assembly or Lok Sabha (545 seats; 543 elected by popular vote, 2 appointed by the president; members serve five-year terms)⁶

Women in parliament: lower house 45 out of 543 seats (8.3%) and upper house 28 out of 242 seats (12.5%)⁷

Parliament consists of a bicameral legislature, the Lok Sabha (House of the People--the lower house) and the Rajya Sabha (Council of States--the upper house). Parliament's principal function is to pass laws on those matters that the constitution specifies to be within its jurisdiction. Among its constitutional powers are approval and removal of members of the Council of Ministers, amendment of the constitution, approval of central government finances, and delimitation of state and union territory boundaries.

The legislatures of the states and union territories elect 233 members to the Rajya Sabha, and the president appoints another 12. The elected members of the Rajya Sabha serve 6-year terms, with one-third up for election every 2 years. The Lok Sabha consists of 545 members; 543 are directly elected to 5-year terms. The other two are appointed.

The Rajya Sabha is to consist of not more than 250 members - 238 members representing the States and Union Territories, and 12 members nominated by the President. Rajya Sabha is a permanent body and is not subject to dissolution. However, one third of the members retire every second year, and are replaced by newly elected members. Each member is elected for a term of six years. The Vice President of India is the ex-officio Chairman of Rajya Sabha. The House also elects a Deputy Chairman from among its members. Besides, there is also a panel of

Fact box:

elections: People's Assembly - last held 20 April through 10 May 2004 (next must be held before May 2009)
election results: People's Assembly - percent of vote by party - NA%; seats by party - INC 145, BJP 138, CPI(M) 43, SP 36, RJD 24, BSP 19, DMK 16, SS 12, BJD 11, CPI 10, NCP 9, JDU 8, SAD 8, PMK 6, TDP 5, TRS 5, JMM 5, LJSP 4, MDMK 4, independents 5, other 30

⁶ Source of fact boxes if nothing else stated: [The World Factbook](#) - India

⁷ [Inter-Parliamentary Union](#) - [Women in National Parliaments](#)

"Vice Chairmen" in the Rajya Sabha. The senior most Minister, who is a member of Rajya Sabha, is appointed by the Prime Minister as Leader of the House.

The Lok Sabha is composed of representatives of people chosen by direct election on the basis of Universal Adult Suffrage. The Constitution provides that the maximum strength of the House be 552 members - 530 members to represent the States, 20 members to represent the Union Territories, and 2 members to be nominated by the President from the Anglo-Indian Community. At present, the strength of the House is 545 members. The term of the Lok Sabha, unless dissolved, is five years from the date appointed for its first meeting. However, while a proclamation of emergency is in operation, this period may be extended by Parliament by law for a period not exceeding one year at a time and not extending in any case, beyond a period of six months after the proclamation has ceased to operate.

Source: Indian Government Portal: Government and Parliament (2005)

2.2 Executive Branch

cabinet: appointed by the president on the recommendation of the prime minister
elections: president elected by an electoral college consisting of elected members of both houses of Parliament and the legislatures of the states for a five-year term; election last held July 2002 (next to be held 18 July 2007); vice president elected by both houses of Parliament for a five-year term; election last held 12 August 2002 (next to be held August 2007); prime minister chosen by parliamentary members of the majority party following legislative elections; election last held April - May 2004 (next to be held May 2009)

India has a federal form of government and the central government in India has greater power in relation to its states, and its central government is patterned after the British parliamentary system.

The government exercises its broad administrative powers in the name of the president, whose duties are largely ceremonial. The president and vice president are elected indirectly for 5-year terms by a special electoral college. Their terms are staggered, and the vice president does not automatically become president following the death or removal from office of the president.

Real national executive power is centered in the Council of Ministers (cabinet), led by the prime minister. The president appoints the prime minister, who is designated by legislators of the political party or coalition commanding a parliamentary majority. The president then appoints subordinate ministers on the advice of the prime minister.

Fact box:

chief of state: President A.P.J. Abdul KALAM (since 26 July 2002); Vice President Bhairon Singh SHEKHAWAT (since 19 August 2002)
head of government: Prime Minister Manmohan SINGH (since 22 May 2004)
election results: Abdul KALAM elected president; percent of electoral college vote - 89.6%; Bhairon Singh SHEKHAWAT elected vice president; percent of Parliament vote - 59.8%

Source: Indian Government Portal: Government and Parliament (2005)

2.3 Judiciary Branch

Supreme Court (one chief justice and 25 associate justices are appointed by the president and remain in office until they reach the age of 65 or are removed for "proved misbehavior")

The Supreme Court has original, appellate and advisory jurisdiction. Its exclusive original jurisdiction extends to any dispute between the Government of India and

one or more States or between the Government of India and any State or States on one side and one or more States on the other or between two or more States, if and insofar as the dispute involves any question (whether of law or of fact) on which the existence or extent of a legal right depends. In addition, Article 32 of the Constitution gives an extensive original jurisdiction to the Supreme Court in regard to enforcement of Fundamental Rights. Under the Arbitration and Conciliation Act, 1996, International Commercial Arbitration can also be initiated in the Supreme Court.

The Supreme Court has also a very wide appellate jurisdiction over all Courts and Tribunals in India in as much as it may, in its discretion, grant special leave to appeal under Article 136 of the Constitution from any judgment, decree, determination, sentence or order in any cause or matter passed or made by any Court or Tribunal in the territory of India.

The High Court stands at the head of a State's judicial administration. There are 18 High Courts in the country, three having jurisdiction over more than one State. Among the Union Territories Delhi alone has a High Court of its own. Other six Union Territories come under the jurisdiction of different State High Courts. Each High Court comprises of a Chief Justice and such other Judges as the President may, from time to time, appoint. The Chief Justice of a High Court is appointed by the President in consultation with the Chief Justice of India and the Governor of the State. The procedure for appointing puisne Judges is the same except that the Chief Justice of the High Court concerned is also consulted. They hold office until the age of 62 years and are removable in the same manner as a Judge of the Supreme Court. To be eligible for appointment as a Judge one must be a citizen of India and have held a judicial office in India for ten years or must have practised as an Advocate of a High Court or two or more such Courts in succession for a similar period.

Each High Court has powers of superintendence over all Courts within its jurisdiction. It can call for returns from such Courts, make and issue general rules and prescribe forms to regulate their practice and proceedings and determine the manner and form in which book entries and accounts shall be kept. The following Table (*Ann.A) gives the seat and territorial jurisdiction of the High Courts.

Source: Indian Judiciary (edited)

2.4 Local Government

India has 25 states* and 7 union territories. At the state level, some of the legislatures are bicameral, patterned after the two houses of the national parliament. The states' chief ministers are responsible to the legislatures in the same way the prime minister is responsible to parliament.

Each state also has a presidentially appointed governor who may assume certain broad powers when directed by the central government. The central government exerts greater control over the union territories than over the states, although some territories have gained more power to administer their own affairs. Local governments in India have less autonomy than their counterparts in the United States. Some states are trying to revitalize the traditional village councils, or panchayats, which aim to promote popular democratic participation at the village level, where much of the population still lives.

Source: Indian Government Portal: Government and Parliament (2005)

Local Government Categories and Hierarchies is included in the constitutional amendment act (CAA) of 1992 that sought to bring some uniformity in the constitution of the municipal bodies by classifying them as follows: (i) *Nagar Panchayat*, to be constituted in rural-urban transition areas. These have been conceived to properly channelize the growth impulses in such settlements and also to bring some sort of order in their growth and provision of service; (ii) Municipal Councils for smaller urban areas; and (iii) Municipal Corporations for larger urban areas.

Local Government Functions are divided in two categories of obligatory or discretionary. Obligatory functions (i) Supply of pure and wholesome water; (ii) Construction and maintenance of public streets; (iii) Lighting and watering public streets; (iv) Cleansing public streets, places and sewers; (v) Regulation of offensive, dangerous or obnoxious trades and callings or practices; (vi) Maintenance or support of public hospitals; (vii) Establishment and maintenance of primary schools; (ix) Registration of births and deaths; (x) removing obstructions and protections in public streets, bridges and other places; and (xi) Naming streets and numbering houses.

Discretionary functions: (a) laying out of areas, (b) securing or removing dangerous buildings or places; (c) Construction and maintenance of public parks, gardens, libraries, museums, rest houses, leper homes, orphanages and rescue homes for women, etc.; (d) Planting and maintenance of roadside and other trees; (e) Housing for low income groups; (f) Making a survey; (g) Organizing public receptions, public exhibitions, public entertainment, etc.; (h) Provision of transport facilities with the municipality; (i) Promotion of welfare of municipal employees; and (j) providing music for the people

In addition, compulsory primary education is the responsibility of the local bodies in a large number of states. The Municipalities elect the school-based members. Thus, local governments are required to provide for services irrespective of their administrative capacity to do so and have to face unexpected new terms of their own as a consequence of new sets of standards.

Source: UNESCAP –local government in the Asia and Pacific

3. The State and Civil Society

3.1 Ombudsperson

At the national level, there is no ombudsman. However, ombudsmen at state level (*Lok Ayukta*) have been created in some Indian states such as Karnataka. However, three issues that have clearly emerged across states where the institution exists need to be highlighted. In the first place, the success and visibility of the institution has more to do with the person who occupies the position than the authority and powers vested in the office. Second, in many states the *Lok Ayukta* is hampered by the fact that it does not have an independent investigating agency and is dependent on the government agencies to carry forward its investigations. Third, the *Lok Ayukta* is largely recommendatory and enjoys limited powers to initiate action.

Source: Center for global Integrity – The Center for public integrity (2005)

3.2 Civil Society

The Constitution of India guarantees every citizen the fundamental right to form associations. These non-governmental organizations have intervened, in significant ways, on behalf of common citizens to ensure the protection of their rights on the one hand and secure the accountability of those exercising power on the other. Some states are involving NGO in the decisionmaking process as well as in defining expenditure priorities.

However, a major bottleneck in the Indian democratic (and legal) framework has been the severe restrictions on the free flow of information to citizens on various aspects of the functioning of government, which has been partially remedied by the the Right to Information Act in 2002. A byproduct of this new legislation is the need for public agencies to create a Citizens Charter and enumerate the rights of stakeholders. However, the Right to Information Act has faced serious problems in implementation. The bureaucracy entrusted with the responsibility of making the Act operational has delayed the entire process and created more obstacles in the process in the name of ensuring fairness and justice for all. In addition, the media acted as a watchdog by reporting incidents of misuse of power and corruption.

Source: Center for global Integrity – The Center for public integrity (2005)

4. Civil Service

The Constituent Assembly, after independence, saw the need for giving a secure and autonomous status to Public Service Commissions both at Federal and Provincial levels for ensuring unbiased recruitment to Civil Services as also for protection of service interests. With the promulgation of the new Constitution for independent India on 26th January, 1950, the Federal Public Service Commission was accorded a constitutional status as an autonomous entity and given the title – Union Public Service Commission

The Union Public Service Commission have been entrusted with the following duties and role under the Constitution: (i) recruitment to services & posts under the Union through conduct of competitive examinations; (ii) recruitment to services & posts under the Central Government by Selection through Interviews; (iii) advising on the suitability of officers for appointment on promotion as well as transfer-on-deputation; (iv) advising the Government on all matters relating to methods of Recruitment to various services and posts; (v) Disciplinary cases relating to different civil services; and (vi) Miscellaneous matters relating to grant of extra ordinary pensions, reimbursement of legal expenses etc.

Source: Union Public Service Commission

4.1 Legal basis

The Union Public Service Commission has been established under Article 315 of the Constitution of India. The terms and conditions of service of Chairman and Members of the Commission are governed by the Union Public Service Commission (Members) Regulations, 1969.

Source: Union Public Service Commission

4.2 Recruitment

The two Organizations through which the Department ensures recruitment of personnel for the Government are the Union Public Service Commission (UPSC) and the Staff Selection Commission (SSC). The former is constituted under a provision of the Constitution and is responsible for conducting examinations for appointment to the higher civil services and civil posts under the Union Government, including recruitment to the All India Services. There is a mandatory provision for consulting the Commission on all matters relating to methods of recruitment, principals to be followed in making promotions and transfers from one service to another and on all disciplinary matters. The SSC is responsible for making recruitment to subordinate staff such as Assistants, Stenographers etc. Public Enterprise Selection Board (P.E.S.B.) is responsible for the selection and placement of personnel in the posts of Chairman, Managing Director or Chairman-cum-Managing Director (Level - I), and Functional Director (Level - II) in Public Sector Enterprises as well as in posts at any other level as may be specified by the Government.

Source: Ministry of Personnel, Public Grievance and Pensions

4.3 Promotion

In accordance with the procedure decided by the Government, in consultation with the Commission, Chairman or a Member of the Commission presides over the Departmental Promotion Committee Meetings to consider promotions from Group B to Group A and from one grade to another within group A, where promotion is to be made by Selection. For lower civil servants promotions are time bound and increase in privileges are automatic. Selected candidates are first put through a training session for a short period.

Source: Union Public Service Commission - edited

4.4 Remuneration

The Government of India has fixed salary grades for Civil Servants. Approximately the range of salaries drawn at various levels is as follows:

Junior Officers: Rs. 8000-275-13500
Senior Officers: Rs. 10650-325-15200
Junior Administrative Grade: Rs. 12,750-375-16,500
Selection Grade: Rs. 15,100-400-18,300
Additional Secretary: Rs. 22400-525-24500
Secretary/Cabinet Secretary: Rs. 26,000/30,000

However, different branches of the service have different scales of pay as well as receive various allowances such as Dearness Allowance, City compensatory Allowance, Leave Travel Allowance, Medical and subsidised housing.

Source: Civil Service India

4.5 Training

Established in the year 1948, with the ideals of "Efficiency and the Public Good", the Institute of Secretariat Training & Management was mainly engaged in the task of imparting training to the various grades of officers in the Central Secretariat. The objective of the institute is to: (i) plan, design and conduct post-entry foundational, refresher and specialized training programs for different grades of officers upto the middle management level, so as to enable them to perform their duties more effectively and shoulder greater responsibilities in the future, by increasing their professional competence; (ii) assess the training needs at various levels in the Secretariat as well as the related field organizations and organize training programs to meet these needs; (iii) create and foster among the participants a positive and innovative outlook to work, and a sense of fraternity and team-spirit; (iv) provide faculty support to State Governments and Union Territory Administrations by way of conducting Peripatetic Training programs, assist them in designing their training courses and help them in preparing their training materials; and (v) To produce monographs and other training literature/ material, (including audio-visual aids) relevant to the training courses designed and conducted by the Institute.

The Institute is one of the leading training institutes in the country and is providing training to the officials of the Central and the State Governments, Public Sector Undertakings and Autonomous Bodies, in a number of specialised areas. The Director of the Institute is an officer of the rank of Joint Secretary to the Government of India. After being identified as one of the Govt. training institute for implementing Total Quality Management practices in 1997 the institute has developed Vision/Mission statement, identified key processes and framed objectives for the Institute leading to its ideal of "Efficiency & Public Good".

Source: Institute of Secretariat Training & Management

4.6 Gender

Source:

5. Ethics and Civil Service

5.1 Corruption

2003 CPI Score relates to perceptions of the degree of corruption as seen by business people and country analysts and ranges between 10 (highly clean) and 0 (highly corrupt).

Corruption Perceptions Index							
Rank	Country	2003 CPI Score	Surveys Used	Standard Deviation	High-Low Range	Number Inst.	90 percent confidence range
1	Highly clean	9.7	8	0.3	9.2 - 10.0	4	9.5 - 9.9
21	Japan	7.0	13	1.1	5.5 - 8.8	9	6.5 - 7.4
133	Highly corrupt	1.3	8	0.7	0.3 - 2.2	6	0.9 - 1.7

Source: [Transparency International - Corruption Perceptions Index 2003](#)

Surveys Used: Refers to the number of surveys that were used to assess a country's performance. 17 surveys were used and at least 3 surveys were required for a country to be included in the CPI.

Standard Deviation: Indicates differences in the values of the sources. Values below 0.5 indicate agreement, values between 0.5 and c. 0.9 indicate some agreement, while values equal or larger than 1 indicate disagreement.

High-Low Range: Provides the highest and lowest values of the sources.

Number Institutions: Refers to the number of independent institutions that assessed a country's performance. Since some institutions provided more than one survey.

90 percent confidence range: Provides a range of possible values of the CPI score. With 5 percent probability the score is above this range and with another 5 percent it is below.

The Central Vigilance Commission (CVC) is conceived to be the apex vigilance institution, free of control from any executive authority, monitoring all vigilance activity under the Central Government and advising various authorities in Central Government organizations in planning, executing, reviewing and reforming their vigilance work. The Commission consists of: (i) a Central Vigilance Commissioner - Chairperson; and (ii) not more than two Vigilance Commissioners – Members.

The present status of the CVC is that came into force the CVC Bill that was passed by both houses of Parliament in 2003 and the President gave its assent and the Central Vigilance Commission Act 2003 (No45 Of 2003). In addition, the resolution on Public Interest Disclosure and protection of Informer" dated April 2004, the Government of India has authorized the Central Vigilance Commission as the "Designated Agency" to receive written complaints for disclosure on any allegation of corruption or misuse of office and recommend appropriate action.

The power and functions of the Central Vigilance Commission are to: (i) exercise superintendence over the functioning of the Delhi Special Police Establishment (DSPE) with respect to investigation under the Prevention of Corruption Act, 1988; or offence under CRPC for certain categories of public servants and to give directions to the DSPE for purpose of discharging this responsibility; (ii) review the progress of investigations conducted by the DSPE into offences alleged to have been committed under the PC Act; (iii) undertake an inquiry or cause an inquiry or investigation to be made into any transaction in which a public servant working in any organisation, to which the executive control of the Government of India extends, is suspected or alleged to have acted for an improper purpose or in a corrupt manner; (iv) tender independent and impartial advice to the disciplinary and other authorities in disciplinary cases, involving vigilance angle at different stages i.e. investigation, inquiry, appeal, review etc.; (v) exercise a general check and supervision over

vigilance and anti-corruption work in Ministries or Departments of the Govt. of India and other organisations to which the executive power of the Union extends; (vi) chair the Committee for selection of Director (CBI), Director (Enforcement Directorate) and officers of the level of SP and above in DSPE; and (vii) undertake or cause an inquiry into complaints received under the Public Interest Disclosure and Protection of Informer and recommend appropriate action.

Source: The Central Vigilance Commission of India

The Anti-Corruption Division of the Central Bureau of Investigation (CBI) under the Ministry of Personnel, public grievance and pensions, has handled cases against Chief Ministers, Ministers, Secretaries to Government, Officers of the All India Services, CMDs of Banks, Financial Institutions, Public Sector Undertakings, etc.

CBI investigations have a major impact on the political and economic life of the nation. The following broad categories of criminal cases are handled by the CBI: (i) Cases of corruption and fraud committed by public servants of all Central Govt. Departments, Central Public Sector Undertakings and Central Financial Institutions; (ii) Economic crimes, including bank frauds, financial frauds, Import Export & Foreign Exchange violations, large-scale smuggling of narcotics, antiques, cultural property and smuggling of other contraband items etc; and (iii) Special Crimes, such as cases of terrorism, bomb blasts, sensational homicides, kidnapping for ransom and crimes committed by the mafia/the underworld.

Source: OECD- Anti corruption resource India (2006)

5.2 Ethics

Source: OECD- ethics and corruption – Australia Case study

6. e-Government

e-Government Readiness Index:

The index refers to the generic capacity or aptitude of the public sector to use ICT for encapsulating in public services and deploying to the public, high quality information (explicit knowledge) and effective communication tools that support human development.

The index is comprised of three sub-indices: Web Measure Index, Telecommunications Infrastructure Index and Human Capital Index.

Web Measure Index:

A scale based on progressively sophisticated web services present. Coverage and sophistication of state-provided e-service and e-product availability correspond to a numerical classification.

Telecommunications Infrastructure Index:

A composite, weighted average index of six primary indices, based on basic infrastructural indicators that define a country's ICT infrastructure capacity.

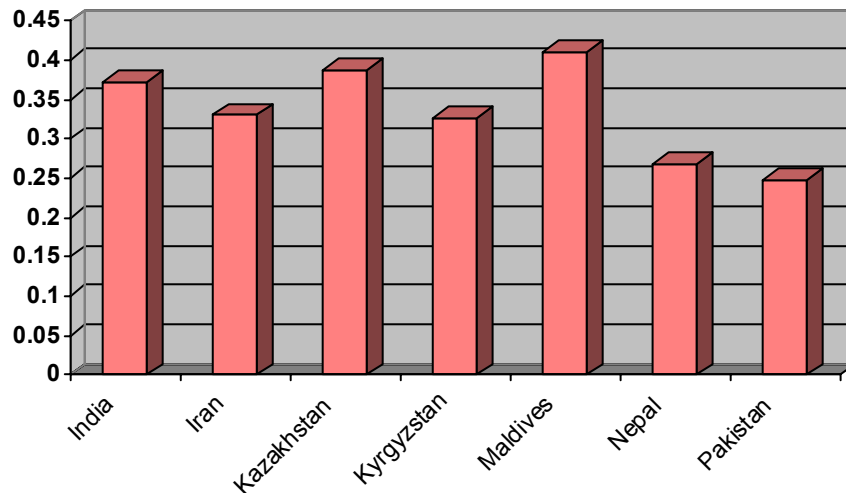
Primary indicators are: PC's, Internet users, online population and Mobile phones.

Secondary indicators are TVs and telephone lines.

Human Capital Index:

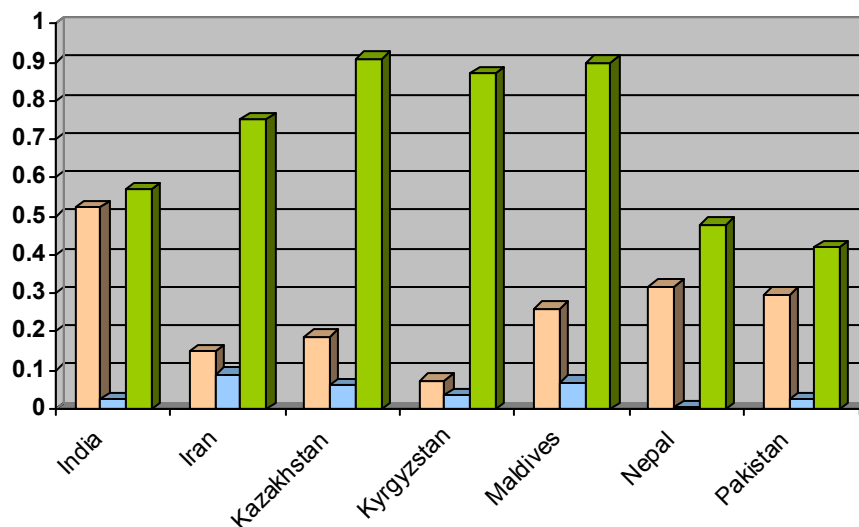
A composite of the adult literacy rate and the combined primary, secondary and tertiary gross enrolment ratio, with two thirds of the weight given to adult literacy and one third to the gross enrolment ratio.

e-Government Readiness Index



Source: United Nations – World Public Sector Report 2003

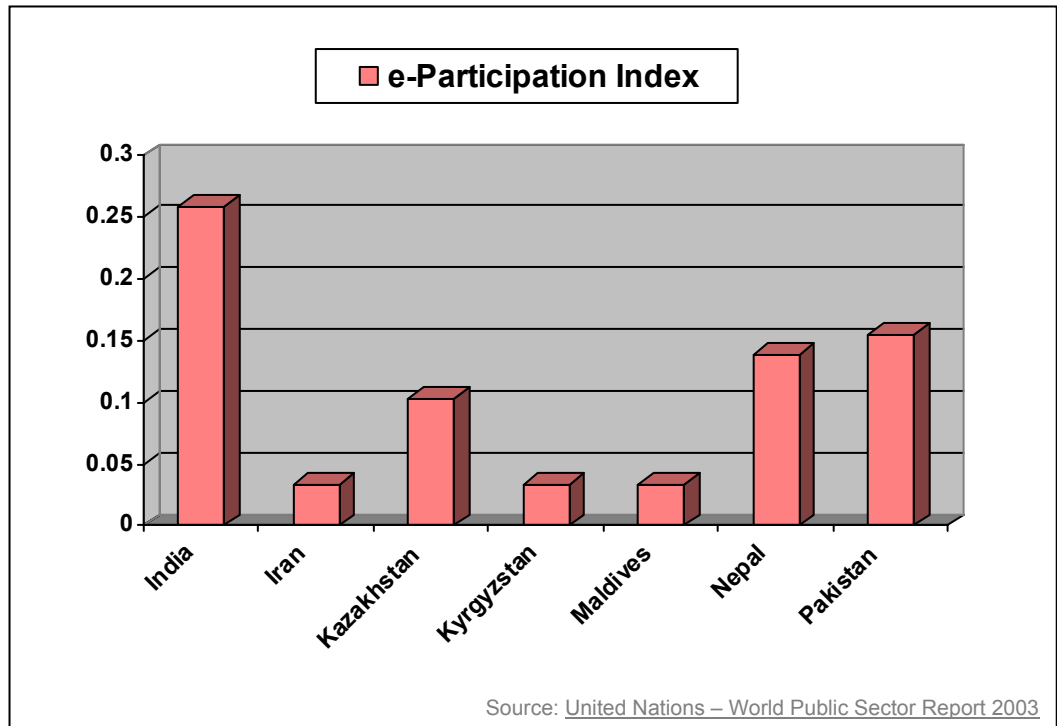
Web Measure Index Telecom. Infrastructure Index Human Capital Index



Source: United Nations – World Public Sector Report 2003

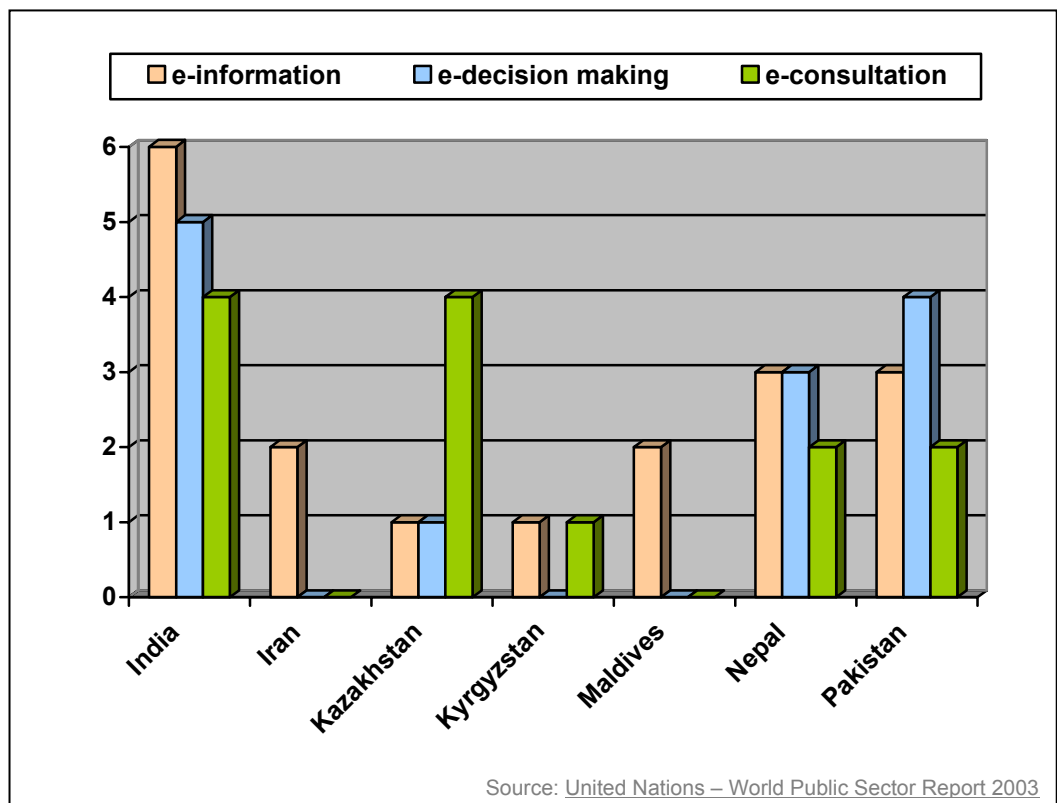
e-Participation Index:

Refers to the willingness, on the part of the government, to use ICT to provide high quality information (explicit knowledge) and effective communication tools for the specific purpose of empowering people for able participation in consultations and decision-making both in their capacity as consumers of public services and as citizens.



e-information:

The government websites offer information on policies and programs, budgets, laws and regulations, and other briefs of key public interest. Tools for disseminating of information exist for timely access and use of public information, including web forums, e-mail lists, newsgroups and chat rooms.



e-decision making:

The government indicates that it will take citizens input into account in decision making and provides actual feedback on the outcome of specific issues.

e-consultation:

The government website explains e-consultation mechanisms and tools. It offers a choice of public policy topics online for discussion with real time and archived access to audios and videos of public meetings. The government encourages citizens to participate in discussions.

7. Links

7.1 National sites	
Authority	Topic
Civil Service India	http://www.civilserviceindia.com/
National Portal of India	http://india.gov.in/
Central Vigilance Commission (CVC)	http://cvc.niv.in/
Institute of Secretariat Training & Management	http://www.istm.nic.in/
Indian Government Portal	http://india.gov.in/
Indian Judiciary	http://www.indiancourts.nic.in/

7.2 Miscellaneous sites	
Institution	Topic
OECD	http://www.oecd.org
World Bank	http://www.worldbank.org
Asia Pacific Parliamentary Forum	http://www.appf.org.pe
United Nations Economic and Social Commission for Asia and the Pacific	http://www.unescap.org/