

**DETAILED SYLLABUS FOR THE POST OF DISTRICT EXECUTIVE
OFFICER/ADDITIONAL DISTRICT EXECUTIVE OFFICER IN KERALA
MOTOR TRANSPORT WORKERS WELFARE BOARD**

CATEGORY NO.415/2025

(TOTAL 100 MARKS)

Part – I

Sociology (33 Marks)

Module 1 - Origin and Development of Sociology

Definition of Sociology and Sociological Imagination, Major Contributions of Karl Marx, Emile Durkheim, Max Weber and George Simmel. Expansion of Sociology in the 20th Century, Structural functionalism, Conflict perspective, Interactionist and Phenomenological Schools of Herbert Blumer, E. Goffman, E . Husserl and A Schutz, Critical theory of Habermas, Integrative theories of A Giddens and Bourdieu, Post-modern and Post-structural theories of M Foucault, J Derrida.

(6 Marks)

Module 2- Sociology in India

Scope and significance of Sociology in India, Indological, Marxian and Structural functional perspectives in Indian Sociology. Family, Kinship and marriage in India. Structural and functional variations. Joint- nuclear debate in Family studies. Nature of Family, marriage and Kinship in contemporary India. Studies on caste in India: Louis Dumont, Gail Omvedt, Subaltern Perspectives of Ambedkar and Kancha Illiah.

(7 Marks)

Module 3- Globalisation and development

Historical and social context of globalization,-Features of globalization-Social impact and increasing inequalities. Economic development and environmental degradation. Depletion of Natural resources: water, land, minerals-Development induced displacement-Environmental pollution and waste management-Deforestation-Global warming. Gender issues in Development, Gender auditing, Poverty alleviation programmes in India, MNREGS, role of women in Panchayati raj institutions, Kudumbasree- Women empowerment programme in Kerala.

(7 Marks)

Module 4- Social Problems

Violence against Women, Children and Elderly, Domestic violence, Child Abuse, Pocs0 Act, Malnutrition, problem of Dowry, Alcoholism, Drug Addiction, poverty, inequality, Unemployment, violence against minorities and backward communities, Problem of social exclusion and inclusion. Untouchability: historical and social roots. Problems of gender and sexual minorities, Religious fundamentalism and communalism.

(6 Marks)

Module 5- Social Research Methods

Types of research: Different classifications of research based on: Purposes of Social Research: Exploratory; Descriptive, Explanatory, Methodology: Quantitative, Qualitative and Mixed methods, Outcome: Applied and Basic, action, participatory. Basic Research Designs in sociology: cross sectional; longitudinal, and case study. Types of data: Primary and secondary. Basic steps in research.

(7 Marks)

PART - II- MASTER OF SOCIAL WORK - 33 MARKS

MODULE 1. INTRODUCTION TO SOCIAL WORK (6 MARKS)

Evolution of social work profession – impact of social reform movements

Multidisciplinary foundation of social work, Social Work and related concepts: Social Welfare, Social Reform, Social Policy, Social Security, Social Legislation, and Social Defence. social work profession and human rights.

System approach of social work practice – role of social work in remedial, preventive and developmental models

MODULE - 2. SOCIAL WORK THEORIES, MODELS AND PERSPECTIVES - (6 MARKS)

Overview of Ecosystem theories, Developmental theories, Psychodynamic and Conflict theories.

Social Work perspectives: Strength-based, Right based, Feminist and Development

Social Work Practice Models: Problem-solving, task-centred, Solution focused, Cognitive Behaviour, Narrative, Evidence-based, culture-sensitive practice social welfare policy and services, social work practice methods

MODULE 3. SOCIOLOGY (5 MARKS)

Meaning and characteristics of society, community, social group and social institution, social structure and social stratification: theories of social change and social disorganization.

Tribal, rural and urban communities, weaker and vulnerable sections and population, poverty, unemployment, underdevelopment; problems of developing economies and consequences of new economic policy

Concept of welfare state – Indian constitution – features, problems, fundamental rights and directive principles and planning in India – Five Year Plans.

MODULE 4. MANAGEMENT (4 MARKS)

Organisational Management: Concept, Approaches to Organizational Management; Principles of Management

Financial Management - Concept and paradigms, Budgeting, Need for Social cost-benefit analysis, Accounting, Recordkeeping, Auditing-records needed, Rules regarding foreign contributions (FCRA)

Strategic Management: Concept of strategy; strategic management process

MODULE 5. ADMINISTRATION OF HUMAN SERVICE ORGANISATIONS (6 MARKS)

Administration, Elements of administration- POSDCORB

Human Service Organisation- meaning, characteristics; Types of Organisations; Voluntary Organisations and their functions;

Registration of organisations- Societies Registration Act, Indian Trust Act and Non-profitable companies; Skill training in bye-law preparation and Memorandum of Association (MOA)

MODULE 6. SOCIAL WELFARE ADMINISTRATION (6 MARKS)

Social Welfare Administration (SWA) - Definition, nature and Scope, The principles of SWA

Program Planning and Implementation - Planning: Log framework analysis, Distributional analysis, Cost-benefit analysis

The administrative structure of Central and State Boards; Major programmes of Central and State Social Welfare Board

Social Security: Concept and Scope, Social Assistance and Social Assurance.

PART - III - LLB WITH SPECIALIZATION IN LABOUR LAW - 34 MARKS

MODULE 1: INTERNATIONAL LABOUR ORGANISATIONS (3 MARKS)

Aims and purposes of International Labour Organisation-Mandate – tripartite composition – structures – standard-setting – regular supervisory system – complaints mechanisms.- Conventions and recommendations on freedom of association – forced labour – Non- discrimination – child labour.- Committees on Economic, Social and Cultural Rights (CESCR)-Labour rights under Constitution of India-Labour Code

MODULE II: INDUSTRIAL RELATIONS LAW (10 MARKS)

Industry -Definition – judicial interpretation & its response-Dispute Resolution -Concept – voluntary – conciliation, mediation, arbitration – adjudication-Procedure of Dispute Settlement: Government interference – authorities – their procedure, powers & functions.- Binding nature of the voluntary mechanism – nature & scope of decision – possibility of appeal and other Constitutional remedies – enforcement.- Definition – strike – lock out – layoff – retrenchment – closure – transfer of undertaking-Unfair Labour Practice-Trade Union-Registration-Recognition-Rights and Immunities-Right to form association & unions – sanctity of trade unionism and collective bargaining-Bargaining/Negotiating councils – Sole bargaining agent-Certification of Standing orders, Modification of standing orders-Misconduct and Punishment

MODULE III: LAWS ON WAGES (10 MARKS)

Theories of Wages-Right to work – right to livelihood – right to equal pay for equal work – Types Of Wages - Concepts of fair wage, living wage, minimum wage –wage fixation.- wage period – permissible deduction-notion of ‘same or similar work’ – statutory responsibility of employers.- minimum bonus – maximum bonus –Full Bench Formula– calculation of bonus – set on and set off of allocable surplus – disputes; Gratuity: Concept – eligibility for gratuity – notion of ‘continuous service’--Establishment of provident fund--Employees’ Pension Fund

MODULE IV: SOCIAL SECURITY LAWS (11 MARKS)

Employees Compensation-employer’s liability – eligible employees – injuries covered – dispute settlement-Maternity Benefit-benefits available – other privileges available – duration of benefits-ESI fund – its utilization – contributions – benefits- nature – eligibility – ESI hospitals – claims and dispute settlement-Unorganised Labour-centrally funded social assistance programmes – social insurance schemes – social assistance through welfare fund –Factories Act-Health-Safety-Welfare-Occupier-Hours of Work-Adult Worker Male and Female-Young Worker-Hazardous Industry-Employer’s liability act, 1936-Common Employment.

NOTE: - It may be noted that apart from the topics detailed above, questions from other topics prescribed for the educational qualification of the post may also appear in the question paper. There is no undertaking that all the topics above may be covered in the question paper.