



General Studies- IV Detailed Syllabus
(Ethics, Integrity and Aptitude)

Ethics and Human values	
Topics	Focus areas
<p>Ethics and Human Interface: Essence, Determinants and Consequences of Ethics in - Human Actions; Dimensions of Ethics; Ethics - in Private and Public Relationships. Human Values - Lessons from the Lives and Teachings of Great Leaders, Reformers and Administrators; Role of Family Society and Educational Institutions in Inculcating Values.</p>	<ul style="list-style-type: none">➤ Dimensions of Ethics➤ Essence of Ethics➤ Approaches of Ethical Study as Indian Perspective and Western Perspective➤ Basic concept of ethics morality and value➤ Ethics in public life➤ Ethics in Economic Life➤ Freedom and Discipline➤ Duties and Rights➤ Virtue Ethics➤ Consequences of Ethics in Human Actions➤ Values and Ethics in Government: Legislature, Executive and judiciary➤ Contribution of Family in Value Education➤ Contribution of Society in Inculcating Values➤ Role of Educational Institutions in Inculcating Values <p>Human Values</p> <ul style="list-style-type: none">• Human value & Socialization• Individual Personality and Value• Values and Skill• Fundamental and Instrumental Values• Democratic values• Role of ethical value in governance and society• Significance of value in civil services• Aesthetic values• Values in work life and professional ethics

Aptitude and foundational values of civil services	
<p>Aptitude and Foundational Values for Civil Service, Integrity, Impartiality and Non-partisanship, Objectivity, Dedication to Public Service, Empathy, Tolerance and Compassion towards the weaker-sections.</p>	<ul style="list-style-type: none">➤ Essential Aptitude for civil servants➤ Foundational Values of Civil Services➤ Neutrality➤ Anonymity➤ Civil Services Accountability➤ Integrity➤ Humility➤ Adaptability➤ Magnanimity



	<ul style="list-style-type: none">➤ Perseverance➤ Impartiality and Non-Partisanship➤ Tolerance and compassion for the weaker section➤ Contribution to society
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Attitude	
<p>Attitude: Content, Structure, Function; its Influence and Relation with Thought and Behaviour; Moral and Political Attitudes; Social Influence and Persuasion</p>	<ul style="list-style-type: none">➤ Components of Attitude<ul style="list-style-type: none">▪ Affective component▪ Cognitive component▪ Behavioral component➤ Functions of Attitude<ul style="list-style-type: none">▪ Adjustive Function▪ Ego-Defensive Function▪ Value-Expressive Function▪ Knowledge Function▪ Attitude Formation Model▪ Impact of Beliefs and Values▪ Group Influences▪ Social Influence▪ Persuasion Tactics▪ Tools of Persuasion▪ Moral Attitude formation▪ Political Attitude formation

Emotional Intelligence	
<p>Emotional Intelligence-Concepts, and their Utilities and Application in Administration and Governance.</p>	<ul style="list-style-type: none">➤ Theories Associated with Emotional Intelligence➤ Can Emotional Intelligence be Developed?➤ Components of Emotional Competencies<ul style="list-style-type: none">▪ The Self-Awareness Cluster: Understanding Feelings and Accurate Self-Assessment▪ The Self-Management Cluster: Managing Internal States, Impulses, and Resources▪ The Social Awareness Cluster: Reading People and Groups Accurately▪ The Relationship Management Cluster: Inducing Desirable Responses in Others➤ Importance of Emotional Intelligence at Workplace➤ Importance of Emotional Intelligence in Civil Services



Values & Ethics in Public Administration

Public/Civil Service Values and Ethics in Public Administration: Status and Problems; Ethical Concerns and Dilemmas in Government and Private Institutions; Laws, Rules, Regulations and Conscience as Sources of Ethical Guidance; Accountability and Ethical Governance; Strengthening of Ethical and Moral Values in Governance; Ethical Issues in International Relations and Funding; Corporate Governance.

- Ethical Concerns in Public Institution
- Ethical Concerns in Private Institutions
- Ethical Dilemmas in Public and Private Institutions
- Laws, Rules and Regulations as Source of Ethical Guidance
- Accountability and Ethical Governance
- Strengthening of Ethical and Moral Values in Governance
- Moral Judgments in International Relations
- Ethical Relation in Funding
- International Relations and concept of Moral Responsibility
- Ethics in working of international organizations
- What is Corporate Governance?
- Models of Corporate Social Responsibility
- Steps taken by World Bank for Good Corporate Governance
- Norms for Corporate Government in India
- Concept of business ethics

Probity in Governance

Probity in Governance: Concept of Public Service; Philosophical Basis of Governance and Probity; Information Sharing and Transparency in Government, Right to Information, Codes of Ethics, Codes of Conduct, Citizen's Charters, Work Culture, Quality of Service Delivery, Utilization of Public Funds, Challenges of Corruption

- Concept of Public Service
- Philosophical basis of Governance and Probity
- Information Sharing, Transparency and Right to Information
- Flaws in RTI and recommendations for improvement
- Importance of vigilant citizens
- Information sharing and participation
- Importance of Code of ethics
- Code of Ethics in Professions
- Code of Conduct for Ministers; for Legislators; for Civil Servants; for Regulators and for the Judiciary
- Components of a Citizen Charter
- Steps in formulation of a Citizen's Charter
- Concept of Work Culture
- The Indian Approach to Work
- Methods of improving Work Culture
- Quality of Service Delivery
- Utilisation of Public Funds
- Problems in Fund Release and Utilization



	<ul style="list-style-type: none">▪ Parliamentary Control on Expenditure▪ Corruption in India: extent, dimension, and response▪ Corruption as a social evil▪ Probity in public life Corrupt practice among civil servants and official misconduct▪ Exposing corruption: Civil Society initiatives and role of Whistleblower Act▪ Tackling corruption: Role of government and institutions of governance▪ Controlling corruption: Various approaches and efficacy
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India & World Thinkers	
<p>Contributions of Moral Thinkers and Philosophers from India and World.</p>	<p><u>Indian Thinkers</u></p> <ul style="list-style-type: none">▪ Mahatama Gandhi▪ Dr. S. Radhakrishnan▪ Rabindranath Tagore▪ Swami Dayanand Saraswati▪ Mahadeva Govinda Ranade▪ Sri Aurobindo▪ Swami Vivekananda▪ Sardar Patel▪ Buddha Bhim Rao Ambedkar▪ Raja Ram Mohan Roy▪ Chhatrapati Shahu Maharaj▪ Mother Teresa▪ Amitabha Chowdhury▪ Aruna Roy▪ T. N. Seshan▪ E. Sreedharan
	<p><u>Administrative Thinkers</u></p> <ul style="list-style-type: none">▪ Max Weber▪ Elton Mayo▪ Peter Drucker▪ Chester Barnard▪ Mary Parker Follet <p><u>World Thinkers</u></p> <ul style="list-style-type: none">▪ Plato▪ Aristotle▪ Socrates▪ Jeremy Bentham▪ JS Mill▪ Thomas Hobbes▪ John Locke



- Jean Jacques Rousseau
- John Rawls
- Immanuel Kant
- Carol Gilligan
- Jean Paul Sartre
- Georg Wilhelm Friedrich Hegel
- Confucius
- René Descartes
- Karl Marx
- Adam Smith
- Thomas Aquinas
- David Hume
- Democritus
- Galileo
- Friedrich Nietzsche
- Montesquieu
- Voltaire
- Thomas Jefferson

Indian & World Leaders

- Benjamin Franklin
- Martin Luther King
- Dalai Lama
- Nelson Mandela
- Mahatma Gandhi
- Siddhartha Gautama
- Aung San Suu Kyi
- Swami Vivekanand
- Albert Einstein
- Abraham Lincoln
- Mother Teresa
- J L Nehru
- Lee Kuan Yew
- Henry Ford
- Abdul Kalam
- Muhammad Yunus
- Wangari Maathai
- Kofi Annan
- Lech Walesa
- Desmond Tutu
- Isaac Newton
- Elie Wiesel
- King Ashoka
- Sun Yat Sen