

VARIOUS FACETS OF SUBDIVISIONAL ADMINISTRATION

Introduction

With the restructuring of Bihar Administrative Services the role and responsibility of an officer working in the capacity of sub divisional officer has been totally transformed. The underlying principle of restructuring of Bihar Administrative Service is to put the element of dynamism, vigor, energy and youth to the sub divisional administration . it was felt by the policy makers that in the prevailing structure ; the officers get old and lose most of the energy by the time they assume the chair of SDO and fail to do justice with the challenges involved with the post of the SDO. Therefore it was decided to post the officers of the BAS as the SDO at the point of entry itself so that Bihar gets young, energetic and dynamic officers who can provide the required degree of vigor and energy to sub divisional administration in order to cope with the challenges of growing and changing Bihar.

It is in this background that the role and responsibilities of SDO has to be analyzed and discussed. An officer aspiring to be an SDO/SDM must be well aware with the fact that he has to carry the burden of the expectations of the policy makers and the changes that have taken place in the administration from subdivision level downwards in the light of the restructuring of the cadre.

Main themes of the subdivisional administration

1. Law and order
2. SDM court
3. Supply
4. Social security schemes
5. Revenue
6. Public grievances
7. Election
8. Monitoring of subordinate offices
9. Disaster management

Law and order

This is the Most important job of a Sub Divisional Magistrate. The overall performance of a Sub Divisional Magistrate depends on his ability to maintain law and order under his jurisdiction. Following are some of the prerequisites for maintaining law and order—

- a) Grip over and understanding of provisions under CrPc 133/107-16/144/145/146/147 etc and ability to use these provisions as per the requirement of the situation.
- b) Maintaining a very good relation with public representatives especially PRIs. If possible regular fortnightly meeting with PRI functionaries.
- c) Maintaining a very good relation with Media. Media persons and PRI functionaries are the best source of information regarding probable source of public nuisance. At the same time they act as the best pacifiers during incidents of mob violence.
- d) Very close scrutiny of newspapers and identifying the news related to ones jurisdiction which may be a probable cause of public nuisance such as delay in issue of various certificates by some offices, irregularity in MDM, erratic power supply in some area etc. SDO should take cognizance of such issues and convene a meeting of the people, officers, PRIs journalists of the concerned area and should discuss the problem and try to arrive at some sort of solution even if no concrete solution is arrived at, some tension is released as people feel that the administration is sensitive towards their problems and a ticking bomb in the shape of a probable mob violence is disposed of.

- e) To ensure smooth and proper functioning of subordinate offices such as block/circle/ICDS/schools/PHCs etc. through regular inspections and review meetings. If all the institutions delivering public service perform their job properly, the chances of public nuisance are minimized.

SDM COURT

Smooth and effective functioning of the SDM court helps in the maintenance of law and order in general and also acts as a deterrent for the occurrence of bigger crimes as action at the level of SDM court nips some of the bigger crimes in the bud. Following tips may be helpful in the effective functioning of the SDM court

- a) Very good command over the provisions of the Crpc IPC and the Evidence Act related to the functioning of the SDM court.
- b) Regular reviews for the orders/judgments related to the provisions related to the SDM court. To keep oneself aware with the changes in the field of jurisprudence.
- c) Regular conduct of the court.
- d) Disposing the cases within the stipulated period and writing the orders as soon as possible.
- e) The dependence on the court staff for the order writing should be minimized. One should write one's order applying one's own judicial mind.
- f) One must develop the habit of writing speaking orders .