SYSTEMATICALLY DESIGNED

UPSC MAINS

NOTES

GENERAL STUDIES - 04

ETHICS

(SUB-TOPIC LISTING)
(SYSTEMATICALLY ARRANGED NOTES)

Ethics And Human Interface: Essence, Determinants And Consequences Of Ethics In Human Actions;

- Introduction
    - What Is Ethics?
    - What Is Not Ethics?
    - Essence Of Ethics:
    - Determinants Of Ethics:
    - Consequences Of Ethics:

Dimensions Of Ethics;

- Introduction
- Four Branches Of Ethics
    - Descriptive Ethics
    - Normative Ethics
    - Meta Ethics
    - Applied Ethics
    - Applied Dimensions Of Applied Ethics

Ethics In Private And Public Relationships

- Ethics In Public Relationships
- Ethics In Private Relationships
- Relation Between Ethics In Private And Public Relationships
- Separation Of Public And Private Relationships
- Effect Of Private Relationships On Public Relationships
- Effect Of Public Relationships On Private Relationships
- Shared Ethical Elements In Public And Private Relationships

Human Values - Lessons From The Lives And Teachings Of Great Leaders, Reformers And Administrators;

Definition And Lessons

- Lessons From The Lives And Teachings Of Great Leaders,
- Lessons From The Lives And Teachings Reformers And
- Lessons From The Lives And Teachings Administrators;

Role Of Family, Society And Educational Institutions In Inculcating Values

- Introduction
- Role Of Family In Inculcating Values
- Role Of Society In Inculcating Values
- Role Of Educational Institutions In Inculcating Values.

ATTITUDE

(SUB-TOPIC LISTING)
(SYSTEMATICALLY ARRANGED NOTES)

NOTES

Attitude: content, structure, function; its influence and relation with thought and behaviour; moral and political attitudes; social influence and persuasion.

Attitude: Content, Structure, Functions

- **What Is Attitude?**
  - Examples Of Attitude
- The Content Of Attitude
- Structures Of Attitude
- The Functions Of Attitudes
- Formation Of Attitude
- **Attitude Measurement**
  - Semantic Differential
  - Evaluation Of Direct Methods
  - Evaluation Of Indirect Methods.

Attitude Influence And Relation With Thought And Behaviour;

- Introduction
- How Attitudes Form, Change And Shape Our Behaviour
- **Attitude Change**
  - Factors That Influence Attitude Change:
- **Attitude's Influence And Relation With Thought And Behavior**
  - Case 1 – Attitude ≠ Behavior
  - Case 2 – Behavior ≠ Attitude
  - Case 3 – Attitude = Behavior
  - Case 4 – Behaviour = Attitude
- Attitudes And Behavior
- Steps To Increase Correlation Between Attitude And Behaviour:

Moral And Political Attitudes;

- **Moral Attitudes:**
  - Goodness
  - Respect
  - Love & Compassion
  - Selflessness
  - Empathy
- Political Attitude

Social Influence And Persuasion

- **Social Influence**
  - Social Facilitation
  - Social Loafing:
  - Conformity:
  - Nonconformity:
  - Predictors Of Conformity:
  - Factors Affecting The Strength Of Social Influence:
- **Persuasion**
  - Theory Of Persuasion

APTITUDE

(SUB-TOPIC LISTING)

(SYSTEMATICALLY ARRANGED NOTES)

APTITUDE

GENERAL STUDIES - 04

NOTES

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.

- **Aptitude And Foundational Values For Civil Service,**
- Introduction
- What Is Aptitude?
- Difference Between Attitude And Aptitude
- Difference Between Aptitude & Interest, Skill Or Intelligence
- Aptitude That The Civil Services Require:
    - Part 01
    - Part 02
- Role And Importance Of Aptitude In Civil Services
- Criticism Against Aptitude:
- Foundational Values Of Civil Services
- The Importance Of Foundational Values In Public Life
- Nolan Committee (The Uk, 1996)
- Recommendations Of 2nd Arc

The Foundational Values Of The Service Are:
- Integrity
- Honesty
- Objectivity
- Impartiality & Non-Partisanship
- Dedication To Public Service
- Empathy
- Leadership
- Compassion Towards Weaker Sections:
- Neutrality.

EMOTIONAL INTELLIGENCE
(SUB-TOPIC LISTING)
(SYSTEMATICALLY ARRANGED NOTES)

NOTES

Emotional intelligence-concepts, and their utilities and application in administration and governance..

Emotional Intelligence-Concepts, And Their Utilities And Application In Administration And Governance.

- What Is Intelligence?

- What Is Emotional Intelligence (Ei)??

- How Emotional Intelligence Concept Got Popularised?

A Brief History Of Emotional Intelligence

- Emotional Intelligence And Leadership:

- Emotional Intelligence And Team Building:

- Emotional Intelligence And Conflict:

- Emotional Intelligence And Profession:

Important factors o Emotional Intelligence

- Utility Of Emotional Intelligence

- Importance Of Emotional Intelligence In Civil Services

- Relevance Of Emotional Intelligence In Civil Services

- Importance Of Emotional Intelligence In Leadership

- How Emotional Intelligence Can Be Developed In People?

- How Does It Help An Individual In Making Ethical Decisions?.

MORAL THINKERS
(SUB-TOPIC LISTING)
(SYSTEMATICALLY ARRANGED NOTES)

NOTES

Contributions of Moral Thinkers and Philosophers from India and World.

Contributions of Moral Thinkers and Philosophers from India and World.

- **Virtue ethics**
  - Introduction
  - 1.1 Socrates (470-399 BC)
  - 1.2 Plato (427-347 BC)
  - 1.3 Aristotle
  - Criticism of Virtue Ethics
  - Strengths of Virtue Ethics
- **Consequential / Teleological Ethics**
  - Introduction
  - Epicurus
  - Jeremy Bentham's Utilitarianism
  - John Stuart Mill's revision of Utilitarianism
  - Hedonism
  - Egoism and Ayn Rand's Ethical Egoism
  - Ayn Rand's : Ethical Egoism

- **Deontological Ethics**
  - Introduction
  - Kant
- **Rights as Theme for Ethics**
  - Introduction
  - Deendayal Upadhyaya's Integral Humanism
- **Justice as Theme**
  - Introduction
  - John Rawls
  - Amartya Sen
  - Joseph Stiglitz
- **Social Contract as Theme**
  - Introduction
  - Thomas Hobbes (Psychological Egoism)
  - John Locke

MORAL THINKERS

GENERAL STUDIES - 04

NOTES

Contributions of Moral Thinkers and Philosophers from India and World.

Contributions of Moral Thinkers and Philosophers from India and World. (Condt)

- **Ethics and Marxism**
  - Introduction

- **Feminine Ethics / Care Ethics**
  - Introduction

- **Chinese / Confucianism**
  - Introduction

- **Contributions of Moral Thinkers and Philosophers from India.**
  - Kautilya
  - Gandhian Ethics
  - Aurobindo Ghosh (1872-1950)

- 4. Vivekananda(1862 -1908)
- Rabindra Nath Tagore
- Jawaharlal Nehru
- Thiruvalluvar
- Saint Mother Teresa:
- Karl Marx:
- GANDHIJI & MARXISM:

PUBLIC/CIVIL SERVICE VALUES

(SUB-TOPIC LISTING)
(SYSTEMATICALLY ARRANGED NOTES)

Public/Civil Service Values and Ethics in Public Administration…

- **Public/Civil Service Values and Ethics in Public Administration: Status and Problems;**
    - Understanding Administrative Ethics
    - Scholars On Administrative Ethics
    - What Values Are Included In Administrative Ethics?
    - NOLAN COMMITTEE (1994) on Standards in Public Life:
    - OECD Suggestions For Creating Strong Ethical Framework For Administration
- **Ethical Concerns and Dilemmas in Government and Private Institutions;**
    - Introduction
    - Ethical dilemmas in government
    - Ethical dilemmas in private institutions
    - Framework for ethical decision making
    - Approaches To Solve The Ethical Dilemma:

- Steps For Resolving Ethical Dilemma (6r's)
- **Laws, Rules, Regulations and Conscience as Sources of Ethical Guidance;**
    - introduction
    - Difference Between Laws, Rules and Regulations
    - Why Laws And Rules Act As Source Of Ethical Guidance?
    - Limitations Of Law As Source Of Ethical Guidance
    - Conscience As A Source Of Ethical Guidance
- **Accountability and Ethical Governance;**
    - Understanding Accountability
    - Nature Of Accountability:
    - Types Of Accountability:
    - Tools To Achieve Accountability:
    - 2nd ARC ON ACCOUNTABILITY:
    - Institutions And Mechanisms To Promote Accountability:
    - Recommendations:

Public/Civil Service Values and Ethics in Public Administration... (Condt)

- **Strengthening of Ethical and Moral Values in Governance;**
  - Introduction
  - Problems of Governance in India
  - How to strengthen the moral values in governance- 01
  - How to strengthen the moral values in governance- 02

- **Ethical Issues in International Relations and Funding;**
  - Introduction
  - Theoretical perspective- Ethics of international relationship
  - Core Principles in International Affairs For Management Of Global Resources-

- Various issues in international affairs-
- Ethical issues in International Funding
- Some Ethical Issues at International Level
- Just War Theory
- Ethical Issues around Nuclear Weapons

- **Corporate Governance.**
  - Introduction
  - history
  - need
  - Committees On Corporate Governance:
  - Stakeholders Involved In Corporate Governance:
  - Ethical issues with Corporate Governance in India
  - Suggestions to improve Corporate Governance in India
  - Principles For Strengthening Of Corporate Governance:
  - 2nd ARC On Corporate Governance:

PROBITY IN GOVERNANCE:
(SUB-TOPIC LISTING)
(SYSTEMATICALLY ARRANGED NOTES)

PROBITY IN GOVERNANCE

GENERAL STUDIES - 04

NOTES

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.

Probity in Governance: Concept of Public …..

- **Probity in Governance & Concept of Public Service;**
  - What is Public Service
  - Conceptual roots of public service
  - Attributes of Public Service
  - How are civil servants different from public servants
  - Significance of public service
  - Changing Nature of Public Service
  - Different Views on Public Service
  - Ethical Obligations
  - Ethical Concerns in Public Service

- **Information Sharing and Transparency in Government,**
  - Introduction
  - Importance of transparency and information sharing in government

- **Right to Information,**
  - Introduction
  - Evolution of Right To Information:
  - About RTI Act
  - Importance of RTI
  - Issues in RTI
  - Recommendations to Improve RTI:

- **Codes of Ethics & Codes of Conduct,**
  - Code of Conduct:
  - Code of Ethics For Civil Servants:
  - Challenges in Implementing Code of Ethics:
  - Code of Ethics Vs Code of Conduct:
  - Recommendations of 2nd ARC to Strengthen Code Of Ethics:

PROBITY IN GOVERNANCE

GENERAL STUDIES - 04

NOTES

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.

Probity in Governance: Concept of Public …. (Condt)

- **Citizen's Charters,**
  - What is Citizen's Charters?
  - Evolution of Citizen's Charter
  - Components Of Citizens' Charter:
  - DARPG'S Guidelines:
  - Criticism against Citizens' Charters:
  - Suggestion for Better Implementation of Citizen's Charter-2nd ARC
  - Preconditions of Successful Implementation of Citizen's Charter

- **Work Culture,**
  - About Work Culture
  - Difference between public and private work culture
  - Components of Work Culture:

- Features of a healthy work culture:
- Features of a poor work culture:
- Ways to improve work culture in government
- Recent administrative reforms to improve work culture
- Some success stories

- **Quality of Service Delivery,**
  - What Is Quality of Service Delivery,
  - Importance of quality of service delivery
  - Features of good quality service delivery
  - Reasons for Poor Quality of Service Delivery At Public Offices:
  - Measures to Improve Service Delivery:
  - Administrative reforms made for quality service delivery
  - Sevottam Model of Public Service Delivery
  - Public Services Management Code:

NOTES

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.

Probity in Governance: Concept of Public …. (Condt)

- **Utilization of Public Funds,**
  - Public funds
  - Financial management:
  - Sources of public funding:
  - Need & importance of effective utilisation of public funds:
  - Ethical issues involved in utilisation public funding:
  - Causes of ineffective utilisation of public funds:
  - Consequences of ineffective utilisation of public funds
  - Ways to strengthen public finance management:
  - Role of CAG – Financial Accountability:

- **Challenges of Corruption.**
  - Understanding Corruption
  - History of Corruption in India
  - Major Forms of Corruption in India
  - Reasons of Corruption in India
  - Consequences of Corruption In South Asian Countries:
  - Measures To Reduce Corruption:
  - Anti-corruption interventions in India:
  - Behavioral Framework For Fighting Corruption:
  - Evolution of Anti – Corruption Laws in India