

## Master in **Branch: Law**

### **Specialty: Law of Local authorities**

#### Summary of objectives :

The training targeting students in the branch of Master of Law of Administration and Management of Local authorities aims to provide a selective and instructive legal knowledge to Master students and at the same time providing them with the best ways to manage such institutions through various dimensions of learning.

The program of training consists of lectures and practical works enables learners to obtain a qualifications and performances required which are in line with their needs and abilities.

Field	Branch	Speciality
Law and Political Sciences	Law	Law of Local Authorities

#### First Semester

Teaching units	Matter	Credit	Coefficient	Course	TD	TP	HV
Fundamental Units	municipal law	6	3	3h	1h30		150h
	The theory of Public Service	6	3	3h	1h30		150h
	Urban Planning and Reconstruction Law	6	3	3h	1h30		150h
Methodological	Research	6	2	1h30	1h30		150h

Teaching units	Matter	Credit	Coefficient	Course	TD	TP	HV
units	Methodology						
	Administrative editing and oral communication	3	1		1h30		75h
Discovery units	Science of public and electronic administration	1	1	1h30			22h30
	Anti-corruption methods	1	1	1h30			22h30
Transversale Units	English Language	1	1	1h30			22h30

## Second Semester 2

Teaching units	Matter	Credit	Coefficient	Courses	TD	Practical Work	Volume (hour)
Fundamental Units	Law of Wilaya (District)	6	3	3h	1h30		150h
	Decisions and Administrative contracts	6	3	3h	1h30		150h
	Environmental Law	6	3	3h	1h30		150h
Methodological units	Research Methodology	6	2	1h30	1h30		150hR
	Information and Communication Technologies	3	1	1h30			75h
Discovery units	Control of Administrative	1	1	1h30			22h30

Teaching units	Matter	Credit	Coefficient	Courses	TD	Practical Work	Volume (hour)
	Acts and Administrative diputes						
	Public service and Human Resources	1	1	1h30			22h30
Transversale Units	English Lang	1	1				22h30

### Third Semester

Teaching units	Matter	Credit	Coefficient	C	TD	TP	HV
Fundamental Units	Administrative Centralization and Dicalentralization	6	3	3h	1h30		150h
	Public transactions and local finance	6	3	3h	1h30		150h
	Administrative authorisation	6	3	3h	1h30		150h
Methodological units	Methodology for preparing a dissertation	6	2	1h30	1h30		150h
	Professional and personal project	3	1		1h30		75h
Discovery units	Local entrepreneurship	1	1	1h30			22h30
	Electoral systems and multiparty	1	1	1h30			22h30

Teaching units	Matter	Credit	Coefficient	C	TD	TP	HV
	systems						
Transversal Units	English Language	1	1	1h30			22h30

#### Fourth semester

	Credit	Coefficient
Forum	2	1
Final Dissertation	28	1

### **Main Axes Master Law of Local authorities**

#### **Fundamental units**

##### **Municipal law**

The administrative structure of the municipality

The administrative interests of the municipality

The deliberative body of the municipality

The general secretary of the municipality

Preserving public order, public tranquillity and public health

Controlling the activity of the municipality

##### **Public service theory**

The concept of public service

Public service elements

General principles of public service

The second axis: the system granting public service

Types of public service

##### **Urban Planning and Urbanization Law**

Technical interests of the municipality

\$Construction and urbanization certificate (construction certificate, building permit, conformity certificate)

The role of the municipality in urban planning and reconstruction

The Control over construction and urbanization (construction police, demolition orders)

### **Methodological units**

#### **research methodology**

The method of collecting ideas

The method that arranges ideas

The method of liberating ideas

Drawing conclusions and significance from the topic importance

Highlight the person's analysis

#### **Administrative editing and oral communication in the professional milieu**

Conducting interviews

Conducting negotiations

Dealing with customers

The relationship between superiors and subordinates

### **Discovery units**

#### **Public administration and electronic management**

Administrative planning

The development of competitiveness

The electronic management

The Definition of electronic management .

Advantages of electronic management

Electronic management main elements

#### **Methods of combating administrative corruption**

Abuse of power

Administrative negligence

Addressing administrative corruption

Administrative reform

Anti-corruption bodies

## **Transversale Units**

### **English language**

Legal terminology of private law

Legal terminology of public law

### **Law of wilaya**

The wali-

The people's assembly

The general secretary of the wilaya

The role of the wilaya in the control process

### **Administrative decisions and contracts**

Defining administrative contracts and their pillars

Types of management contracts

The legal system of management

Means of contracting

Formation of the administrative contract

Termination of management contracts

### **Environmental law**

Defining the environment

Environment varieties

Environmental problems

The environmental legislation

The environment in international law

### **Methodological units**

#### **The research methodology is science**

A method for collecting ideas

A method that arranges ideas

The method of liberating ideas

The Drawing conclusions and significance from the topic of the memorandum and

### **Discovery units**

#### **Information and communication technology**

The phenomenon of information explosion

The second axis: remote communication technology

The Wireless communication technology

Digital communication technology and networks

#### **Control over management business and management disputes**

Defining oversight of administrative work

Objectives of control over administrative work, its principles and methods

The types of administrative control

Political fluidity

#### **Public service and human resources**

Define human resources

The development of human resources

General views on human resources

Development and management of human resources

Human resources development

Human resources management

### **Transversale Units**

## **English language**

Written expression and oral expression

Generalities about translating ideas

## **Fundamental units**

### **Administrative Centralization and decentralization**

Centralization principles

Concentrated applications

administrative decentralization

The concept and components of decentralization

Principles of decentralization

Decentralization applications

### **Public transactions and local finance**

Public transactions in the Algerian legal system

The mutual parties and the book of conditions

The local public transaction and its implementation

### **Administrative delegation**

The concept of administrative delegation

Terms of administrative delegation

Principles of administrative delegation

The types of administrative delegation

The delegation of the responsibility

The Delegation of competence