

# **SOCIAL POLICY AND WELFARE ADMINISTRATION**

## **OBJECTIVES**

To help students understand basic concepts and principles of social policy and welfare administration, introduce them with administrative structures and functions of a social services unit and map out Pakistan's social welfare policy administration.

## **CONTENTS**

1. Definition, Concept of Social Policy
2. Nature, Scope and Importance of Social Policy
3. Objectives and Determinants of Social Policy
4. Social Welfare Policies of Pakistan (1955, 1988, 1992, 1994)
5. Definition and Concept of Social Welfare Administration
6. Aims and Objectives of Social Welfare Administration
7. Social Welfare Administrative Structure
8. Social Welfare Administration in Pakistan
9. Functions of Social Welfare Administration
10. Planning
11. Organizing
12. Staffing
13. Directing
14. Co-ordinating
15. Reporting
16. Budgeting

## **RECOMMENDED READINGS**

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