

INSTITUTE OF ADMINISTRATION AND COMMERCE

SOCIAL RESPONSIBILITY SYLLABUS

AIM: This syllabus is designed to equip the students to understand social responsibility.

OBJECTIVES

After completing the course the students should be able to:

- Define social responsibility
- Know organizations that can be involved in social responsibility.
- Understand the impact of social responsibility to the community.
- Understand cultural/ norms in social responsibility.
- Identify tools that can be used in social responsibility.
- To understand leadership and social responsibility.

COURSE OUTLAY

SECTION 1

Definition of social responsibility

SECTION 2

Organizations involved in social responsibility and their roles.

- i. Governments role
- ii. Public/ private companies' role.
- iii. Local authorities' role.
- iv. Non- profit making organizations

- v. Multinational companies' role.
- vi. Educational institutions role.

SECTION 3

Environmental health issues

SECTION 4

Waste management

SECTION 5

Occupational, health and safety.

SECTION 6

Corporate governance

SECTION 7

Social responsibility in community development.

SECTION 8

Tools of impacting social responsibility

SECTION 9

Culture/ norms in social responsibility.

SECTION 10

Politics and social responsibility.

SECTION 11

Leadership and social responsibility.

RECOMMENDED READING

- I.A.C study pack
- Government bulletins, magazines.
- National news papers
- Thompson, Arthur. A Jr and Strickland 3 A.J strategic management -Concepts and cases
- Skinner and Von Essen handbook of Public relations
- Dub Brin Andrew J – Leadership research Findings practice and skills.