



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Permits and Inspection Jobs							
Course Code		YY259		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	74 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		I. II. and III. hygiene and work places of public health and hygienic establishments, food processing enterprises, public resting places and entertainment places, as well as building supervision and licensing processes.							
Course Content		Giving information about licensing works and operations of local governments in general.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation)					
Name of Lecturer(s)									

### Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

### Recommended or Required Reading

1	• Belediyelerle İlgili Mevzuat (2009), Hukuk Cep Kitapları Dizisi, Seçkin Yayıncılık, Ankara, Kamu Yönetiminde Bürokrasinin ve Kırtasiyeciliğin Azaltılması 4, İşyeri Açma ve Çalışma Ruhsatları, T.C. Başbakanlık İdareyi Geliştirme Başkanlığı, Ankara, 2005,3572 Sayılı Kanun ve İşyeri Açma ve Çalışma Ruhsatlarına İlişkin Yönetmelik
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Week	Weekly Detailed Course Contents	
1	Theoretical	to give information about licensing procedures and supervision of local administrations
2	Theoretical	I. II. and III. definition of class non-sanitary establishments
3	Theoretical	Food enterprises, classification and businesses covered by this category.
4	Theoretical	Definition of open recreation and recreation places, classification and businesses covered by it.
5	Theoretical	Licensing procedures of local governments, the relevant legislation and the roles of local governments.
6	Theoretical	I. II. and III. supervision and licensing of class non-sanitary establishments.
7	Theoretical	Inspection and licensing process of food enterprises.
8	Theoretical	Umuma is the process of monitoring and licensing outdoor recreation and entertainment places.
9	Theoretical	mid-term
10	Theoretical	The concept of supervision of construction and construction licensing process.
11	Theoretical	Define and supervise the municipal council.
12	Theoretical	Examination of Misdemeanors Law numbered 5326
13	Theoretical	examination of laws and regulations on business opening and working permits.
14	Theoretical	Final

### Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	2	42
Midterm Examination	1	14	1	15
Final Examination	1	16	1	17
Total Workload (Hours)				74
[Total Workload (Hours) / 25*] = ECTS				3

\*25 hour workload is accepted as 1 ECTS

### Learning Outcomes

1	Being conscious of citizen satisfaction, public health, wellbeing and public service.
2	To be able to have the necessary qualifications especially for students who will serve as police officers in municipalities.
3	Be aware of the growing importance of local governments in auditing and licensing.



4	To be able to learn local public services and alternative methods of providing services to local governments.
5	To learn the process of inspection and licensing of all kinds of enterprises and constructions.

**Programme Outcomes (Local Authorities)**

1	They can be informed in the field of management and follow up improvements in Turkey and the world in the field of local government.
2	They have qualification of solving problems in the local level with following economic and social events up.
3	They will have basic theoretical knowledge to comment with following Turkey's and The World's current political problems up.
4	They will gain the ability of research independently and presenting in the field of Local Government with have basic information about research methods.
5	They will understand the relevant legal texts, interpret, and set up the relationship problems
6	They will be informed about constitution, fundamental rights and freedom, civil service law, public law legislation and professional ethic.
7	They will use information technologies, documents management, archiving and reporting.

**Contribution of Learning Outcomes to Programme Outcomes 1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High**

	L1	L2	L3	L4	L5
P1	5	5	5	4	5
P2	5	4	3	5	4
P3	5	5	4	4	5
P4	4	4	5	5	5
P5	4	5	3	4	4
P6	4	5	4	4	3
P7	5	3	4	4	4

