



NATIONAL LAW UNIVERSITY AND JUDICIAL ACADEMY, ASSAM
B.A., LL.B. (Hons.) Five Year Integrated Course

Course Title:	Drafting, pleading and conveyancing
Course Code:	BL 10.1
Year/Semester:	V th year/X th semester
Credits:	4
Duration of the Course:	60 hours/15 weeks

1. Course Description:

Drafting of legislation, pleadings and conveyancing form an integral part of the legal profession. The preparation of a well-organized, aptly phrased and easily understandable legal document requires knowledge of drafting techniques, statutory requirements and interpretative principles that may be used to set forth specific provisions of a document in a proper manner. Drafting, in the legal sense, may be defined as the act of preparing legal documents such as pleadings, agreements, deeds, statutory instruments and legislative texts. It is the crystallization and expression in a definite form of legal rights, privileges, duties or status in plain legal language.

While the principal emphasis of the course is on drafting pleadings and conveyancing instruments, the course also introduces students to the fundamentals of legislative drafting, including the structure, language and style of statutes, delegated legislation and amendments. An understanding of legislative drafting enables students to appreciate how laws are formulated, how statutory provisions are structured, and how legislative language influences interpretation and application by courts. This component also assists students in developing precision, clarity and consistency in all forms of legal drafting.

2. Course Objectives:

- To make the students understand the principles and techniques of drafting legislative texts, pleadings and conveyancing
- To explain to the students the use and importance of plain language drafting
- To train them through practical exercises how to draft the legal documents with precision, clarity and simplicity

- To equip students with legal drafting skill, helpful in their legal profession

3. Learning Outcomes (Course Outcomes – COs):

Upon successful completion of the course, the student will be able to:

- Comprehend and apply the techniques of drafting legislative texts, pleadings and conveyancing
- Draft basic legislative clauses and instruments of subordinate legislation with appropriate structure and internal coherence
- Draft legal texts in plain language while maintaining the legal effect
- Draft court pleadings, petitions and other legal documents by identifying relevant facts and applicable law
- Draft simple yet meaningful legal texts

4. Programme Outcomes (POs):

- **PO1:** Demonstrate foundational knowledge of law and social sciences.
- **PO2:** Apply legal reasoning and problem-solving in varied contexts.
- **PO3:** Understand substantive and procedural laws.
- **PO4:** Communicate effectively in legal and academic settings.
- **PO5:** Practice ethical responsibilities and professional integrity.

5. Course Content Structure (Unit-wise):

Unit	Title	Key Topics	Hours
I	Legislative Drafting and Plain Language	<ul style="list-style-type: none"> • Preparation of legislative scheme or skeleton legislation • Basic components of legislative provisions: Principal subject, principal predicate and predicate modifiers • Use of punctuations • Use of common phrases: For example, as deems fit, notwithstanding anything contained, having regard to, means and includes, subject to, as far as possible, in pursuance of, except as otherwise provided • Structuring a legislation: Paragraphing, numbering, and arranging, linking and grouping sections • Developing a good legislative text: Through, plain language, use of precise words, avoiding vagueness and use of gender-neutral terms 	15
II	Drafting of Pleadings: Introduction	<ul style="list-style-type: none"> • Meaning and importance of pleadings • History and development of pleadings in England and India • Forms of Drafting • General Rules of Drafting • Important Steps in Drafting • Precautions • Order VI of the Code of Civil Procedure, 1908 	15
III	Drafting of Civil, Criminal and Other Pleadings	<p>A. Civil Pleadings</p> <ul style="list-style-type: none"> • Legal notice • Reply to legal notice • Complaint (Order VII of the Code of Civil Procedure, 1908) • Frame of suit • Parties to a suit • Cause of action • Written statement • Set-off and counter-claim • Application for temporary injunction • Appeal • Revision petition <p>B. Criminal Pleadings</p> <ul style="list-style-type: none"> • Complaint 	15

		<ul style="list-style-type: none"> • Maintenance application under Section 144 of the Bharatiya Nagarik Suraksha Sanhita • Application for bail • Application for anticipatory bail • Criminal revision petition • Criminal appeal <p>C. Other Important Pleadings</p> <ul style="list-style-type: none"> • Petition for dissolution of marriage • Writ petition under Articles 226 and 32 of the Constitution of India 	
IV	Conveyancing	<p>A. Components of a Deed</p> <p>B. Forms of Deeds and Notices</p> <ul style="list-style-type: none"> • Will • General Power of Attorney • Special Power of Attorney to execute Sale Deed • Agreement to sell • Sale Deed • Lease Deed • Mortgage Deed • Partnership Deed • Gift Deed • Notice under Section 80 of the Code of Civil Procedure, 1908 • Notice under Section 138 of the Negotiable Instruments Act, 1881 • Reply to legal notice under Section 138 of the Negotiable Instruments Act, 1881 	15

6. Teaching–Learning Methods:

- Interactive lectures and discussions
- Analysis of statutory texts and landmark case laws
- Drafting exercises
- Presentations and group exercises
- Judgment reading and legal writing tasks

7. Assessment Methods:

Component	Maximum Marks
Mid-Semester Examination	25
End-Semester Examination	50
Project Work	15
Project Work Viva-Voce/Seminar	5
Attendance	5
Total	100

8. Suggested Readings (Indicative):

- PM Bakshi, “The Discipline of Legislative Drafting”, JILI 34(1), 1992, p. 1
- Vidhi Centre for Legal Policy, Manual on Plain Language Drafting, 2017
- Thornton, G.C., Legislative Drafting
- B.R. Atre, Legislative Drafting (Principles and Techniques)
- T.K. Viswanathan, Legislative Drafting, Indian Law Institute
- C.K. Takwani, Civil Procedure with Limitation Act, 1963, (8th edn., Eastern Book Company, Lucknow, 2017)
- S.N. Dhingra & G.C. Mogha, Mogha’s Law of Pleadings in India (18th edn. Eastern Law House Pvt. Ltd, Kolkata, 2013)
- N.S. Bindra, N.S.Bindra's Pleadings & Practice, (12th edn, Universal Law Publishing Co., Delhi 2017).
- M.C. Agarwal & G.C. Mogha, Mogha's Indian Conveyancer, (14th edn. Eastern Law House, 2016)
- CR Datta, MN Das, DeSouza’s Forms and Precedents of Conveyancing, (13th edn Eastern Book Company, 2018).
- R.N. Chaturvedi, Pleadings, Drafting and Conveyancing, (5th edn Central Law Publications, Allahabad, 2018).
- Justice C.K. Thakker, M.C. Thakker (rev), V.G. Ramachandran's Law of Writs, (6th edn. Eastern Book Company, 2007)
- NS Bindra, Conveyancing, Vol.1, (Delhi Law House, Delhi, (2008)

- B.P. Banerjee, Writ Remedies-Remedial Rights under Public Law (Including High Court Rules and Guidelines for drafting Writ Petitions (1st edn. Lexis Nexis, 2015)

9. Mapping of Course Outcomes with Programme Outcomes:

COs	PO1	PO2	PO3	PO4	PO5
CO1	✓	✓	✓	✓	✓
CO2	✓		✓	✓	✓
CO3	✓		✓	✓	✓
CO4	✓		✓	✓	✓
CO5	✓		✓	✓	✓