

## II Year Civics STUDY MATERIAL

### 1. Salient Features of Indian Constitution

1. A Lengthy Written Document
2. A combination of rigidity and flexibility
3. Quasi-federal polity
4. Republican Government
5. Parliamentary Government
6. Fundamental Rights and Fundamental Duties
7. Single citizenship
8. Universal Adult franchise
8. Secular state
10. Independent judiciary
11. Directive principles of State policy
12. Bicameralism

**Ans:** The constitution of India is the best constitution in the world. It was formulated by a drafting committee headed by Dr. B.R. Ambedkar, and approved by the constituent assembly chaired by Dr. Rajendra Prasad. The Indian constitution came into force on January 26<sup>th</sup> 1950.

#### Salient features of Indian constitution:

**1. A lengthy written Document:** the constitution of India is the written and lengthiest Constitution in the world. Indian Constitution at first contained 8 schedules 22 parts and 395 articles. At present it contains 12 schedules and 444 articles.

**2. Combination of rigidity and Flexibility:** The constitution of India contains both the features of rigid and flexible constitutions. Some provisions of the Constitution are changed by rigid method other items are amended by a simple procedure. Some other elements are changed through a quasi rigid and quasi flexible method.

**3. Quasi-federal Polity:** Indian Constitution contains both the features of unitary and federal governments. It provides unitary system in Emergencies and federal system on ordinary occasions. Provisions of unitary state such as single citizenship, integrated judiciary etc are found in our constitution. At the same time certain federal features like written, rigid Constitution, two governments, Bicameralism etc. are seen in the constitution.

**4. Republican Government:** India preferred for a Republican Government. Here public offices are open to all eligible citizens and there is no place for hereditary principle. The President of India is elected by the people indirectly.

**5. Parliamentary government:** Indian Constitution introduced British parliamentary system of government at central and state levels. It facilitates two types of executive heads, Prime minister's leadership and nominal status of the President etc.

**6. Fundamental Rights :** Fundamental rights are incorporated in our constitution under part III from articles 12-35. At first there are seven fundamental rights in the Constitution. But at present there are only six fundamental Rights. They are 1. Right to Equality 2. Right to freedom 3. Right against exploitation 4. Right to religion 5. Culture and educational Right and 6. Right to constitutional remedies.

**7. Fundamental duties :** Our constitution incorporated fundamental duties in article 51 A all together there are 11 fundamental duties in our constitution. Respecting the constitution National Flag and National anthem, safeguarding public Property, developing scientific temper etc. are some of the Fundamental duties.

**8. Single citizenship:** The citizens of a country enjoy only one type of citizenship i.e. National citizenship is called single citizenship. Our constitution conferred single citizenship to all the persons who are born in India or resided in India for a specific period.

**9. Universal adult franchise :** our constitution granted Universal adult franchise to all Indian citizens without any discrimination. It means every citizen of who have completed the prescribed age will enjoy Right to Vote without any discrimination. At the beginning the voting age in India was fixed at 21, later it was reduced to 18 years .

**10. Secular State:** Our constitution stands for a secular state. There is no official Religion in India and all religions are having equal status.

**11. Independent Judiciary :** The Constitution of India granted independent and integrated Judiciary for Indians. Hence the Supreme court and High courts in India act independently without the control of the executive and legislative organs.

**12. Directive Principles of State policy :** Our constitution hinted out certain directive principles of state policy of the state in part IV from articles 36-51. They pointed out that these principles would transform India into a welfare state. These principles must be implemented by all the parties.

**13. Bicameralism:** The constitution of India introduced Bicameralism at the centre. So the Indian parliament consists of two houses namely Lok Sabha and Rajyasabha.

**14. panchayat Raj and Nagar palikas Acts.:** 73<sup>rd</sup> and 74<sup>th</sup> constitutional amendment acts gave constitutional recognition to the panchayats and nagar palikas.

**Other features:** Bicameralism, development of backward classes

### 2. Directive principles of state policy

**Ans:** Directive principles are classified into three categories

1. Socialist principles
2. Liberal and Intellectual Principles
3. Gandhian Principles

**1. Socialist principles:** these items added in the Directive Principles for establishing welfare state in India

1. article 38 provides securing and protecting the social order
2. Article 39 stipulates that the state shall take steps for the provision of adequate means of livelihood, distribution of material resources for the common good, decentralization of nation's wealth, equal pay for equal work for both men and women etc.
3. article 41 - the state should provide right to work
4. article 42 and 43 points that the state secure the justice and human conditions at work place
5. article 46 directs the state to promote the educational and economic interests of the weaker sections .
6. article 46 directs the state to improve public health.

**2. Liberal and intellectual Principles( articles 44,45,50,51):** these principles directed the state to

1. Secure for all Indians a uniform civil code
2. Provide free and compulsory education for all children
3. Organise agricultural and animal husbandry.
4. Protect the environment.
5. Promote international peace and security.

**3. Gandhian principles ( articles 40,43,46,47,48A, 49):** the Gandhian Principles are framed on the teachings of Gandhiji. These principles direct the state to take steps to

1. organize village Panchayats
2. promote cottage industries
3. Prohibition of intoxicating drinks and drugs.
4. Promote economic interests of weaker sections
5. Preserve historical monuments.
6. Prohibit the slaughter of cows etc.

**Directive principles and 42<sup>nd</sup> amendment:**

1. Providing free legal aid to the poor.
2. Creation of opportunities for development of children.
3. Preservation of wild life etc.

**3.Powers and functions of president of India**

A.Ordinary powers :

- 1.Executive powers
- 2.Legislative powers
- 3.Financial powers
- 4.Judicial powers
- 5.Military powers
- 6.Diplomatic powers

B) Emergency Powers:

- 1.National Emergency
- 2.Constitutional Emergency
3. Financial Emergency

**4.Powers and functions of Prime Minister of India:**

The PM is the Head of the Union Government. He is the real executive.

His powers are explained below.

- 1.Leader of the Union cabinet
- 2.Leader of the union government
- 3.Leader of the Parliament
- 4.Link between the president and the council of ministers
- 5.Leader of the Majority party
- 6.Leader of the Nation
- 7.Determines the foreign policy
- 8.Chairman of NITI Aayog

**5. Powers and functions of Union Legislature/ Indian**

**Parliament:**

1. Legislative powers and functions
- 2.Executive powers and functions
- 3.Financial powers and functions
  4. Judicial powers and functions
  5. Constitutional Powers and functions
  6. Electoral Powers and functions
  7. Deliberative Powers and functions
  8. Other Powers and functions

**5.Powers and functions of District Collector**

Collector was the Head of the district administration.

He enjoys the Rank of IAS.

- 1.The collector as District Revenue Officer
2. The collector as District Magistrate
3. The collector as Chief co-ordinator
4. The collector as District Electoral officer
5. The collector as Chief census officer
6. The collector as Permanent invitee of local bodies
7. Other Functions

**6.Fundamental Rights:**

Ans : There are six fundamental Rights in our constitution

- 1.Right to Equality
- 2.Right to Freedom
- 3.Right against Exploitation
- 4.Right to freedom of Religion
- 5.Educational and cultural Right
- 6.Right to constitutional Remedies

**7.What are the differences between Fundamental rights and Directive principles?**

| <b><u>Fundamental Rights</u></b>                        | <b><u>Directive Principles</u></b>                            |
|---|---|
| 1.Fundamental Rights are taken from constitution of USA | 1.Directive Principles are taken from constitution of Ireland |
| 2.They are in part -III of our constitution             | 2.They are in part- IV of our constitution                    |
| 3.They are legal in nature                              | 3.They are social in nature                                   |
| 4.They are guaranteed by the constitution               | 4.They are not guaranteed by the constitution                 |
| 5.They are individual oriented                          | 5.They are social welfare oriented                            |

**8.Sources of Indian Constitution**

- 1.British Constitution: Parliamentary form of government, Single citizenship etc.
- 2.Constitution of USA: Republican form of government, Fundamental Rights etc.
- 3.Irish constitution: Directive Principles of State policy
- 4.Canadian constitution: Quasi federal polity, residual powers are taken.
- 5.French Constitution: Concepts of liberty, Equality, Fraternity.

**9.The Preamble is the soul of the constitution**

1. Preamble is described as the Identity card of the Indian constitution.
2. It reveals the aims, aspirations and objectives of the people of India.
3. It spells out the nature of the state
4. It spells out the goals of the state
5. Justice Hidayatullah said thatThe preamble is the soul of the Constitution

**10. Fundamental Duties:**

1. To abide by the Constitution and respect the national flag and National Anthem.
2. To uphold and protect the sovereignty, unity and integrity of the nation.
3. To defend the country and render national service.
4. To promote harmony and the spirit of common brotherhood
5. To Pressure the rich heritage of our composite culture.
- 6.To Protect the environment including forests, rivers etc
7. To safeguard public property and abjure violence.
8. To develop scientific temper and humanism.

**11.Powers and functions of the Governor**

Governor is the nominal executive head of the State

1. Executive powers and functions
- 2.Legislative powers and functions
- 3.Financial powers and functions
- 4.Judicial powers and functions
- 5.Miscellaneous Powers and functions

## **12. Powers and functions of Chief Minister**

The CM is the Head of the State Government.

He is the real executive. His powers are explained below.

1. Formation of the Ministry
2. Leader of the State council of Ministers
3. Leader of the Legislative Assembly
4. Leader of the Majority party
6. Leader of the People
7. Chief spokes person
8. Chief advisor to the Governor

### **13. Explain the powers and functions of Lok-sabha Speaker?**

- Ans : 1.** The Speaker presides over the meetings of the Lok-sabha
2. He conducts the meetings with dignity.
  3. He determines the agenda of the meetings.
  4. He allots time to the members to express their views on the bills. He conduct voting if necessary.
  5. He take steps to safe guard the rights of the members.
  6. He decided the quorum in the House.

### **14. Write about any two powers of vice- president of India?**

**Ans: Ex-Officio Chairman of Rajya sabha:**

1. Presides over the meetings of Ratya sabha.
2. conducts the meetings with dignity and determines the agenda of the meetings.
3. He allows the members to express their views on bills

**Acting as the President:**

The vice president acts as the president in the event of a vacancy.

### **Q. what are the powers and functions of Attorney General of India?**

**Ans:** He is the Highest law officer of the Union government .

He is appointed by the President

- Powers and functions:**
1. The Attorney General of India render advice to the union government upon such legal matters
  2. He performs such other functions of legal character.
  3. He appears in any court of law on be half of the Union government in all cases.
  4. He discharge the functions conferred on him by the constitution.

## **15. Powers and functions of the High court/ Supreme court:**

The High court is the highest court in the state.

1. Original Jurisdiction
2. Appellate Jurisdiction
3. Advisory Jurisdiction
4. Court of Record
5. power of Judicial Review

### **16. Explain the administrative powers of the High court?**

1. High court has the power to supervise all courts in the State.
2. It can issues general rules to regulate the subordinate courts.
3. [it](#) can transfer any case from one court to another court
4. it has the power to check the records of the subordinate courts.
5. the High court has the power to appoint its administrative staff and determine the salaries.

### **17: What are the recommendations of the Sarkaria commission?**

**Q. Tension areas between union and state?**

1. Permanent inter-state council should be set up under article 263.
2. Article 356 Should be used on rare occasions.
3. All india services should be strengthened.
4. The centre should consult the CM in the appointment of the Governor
5. Three language formula should implement

through out the country.

### **18. what are the administrative relations between the Union and the States?**

1. the president has the power to appoint transfer or dismiss the governor of a state
2. the president can exercise veto power on certain state bills
3. the parliament can control the waters of any inter-state river valley projects
4. the centre can deploy paramilitary forces like CRPF in any state
5. president's rule can be introduced in a state whenever it fail.

**Q. Public accounts committee:** Public accounts committee was set up in 1921. It consists of 22 members of them 15 members belong to Lok-Sabha and 7 members to Rajya sabha.

**The committee performs the following functions:**

1. It examines the reports of the comptroller and Auditor General.
2. It brings out the irregularities and loss in public expenditure.

**Q. Estimates committee:** Estimates committee was set up in 1950. It consists of 30 members of the Loksabha the Speaker of the Lok sabha appoints the Chairman of the committee.

**Functions :1.** It offers suggestions to Improve the Economic efficiency of the Union Government.

2. It suggests efficiency and economy measures in administration
3. its main function is to submit annual report to the parliament.

### **Q. Explain the composition and functions of finance commission?**

**Ans. Finance commission** consists of a chairman and four other members the chairman as well as the members are appointed by the president .

**Functions : 1.** It makes recommendations to the president in the following matters.

2. distribution of the net proceeds of taxes between the union and the states .
3. Governing the grant in aid if the revenues of the state out of the consolidated fund of India.
4. any other matter referred to the commission by the president.

### **Q. Functions of Political Parties:**

1. They articulate and aggregate social interests of people.
2. Political recruitment – and training
3. Means of Public opinion
4. They promote political socialization and participation of citizens.
5. Making laws when they are in power
5. Role of opposition when they loose in elections.

### **19. Explain the functions of election commission of India?**

**1. Preparation of electoral roll:** It prepares all periodically revised electoral rolls.

**2. Notification:** It notifies the dates and schedules of election and scrutinize nomination papers.

**3. Free and fair poll:** It has the power to take decision to ensure a free and fair poll.

**4. Recognition to political parties:** The commission accords Recognition to political parties and allot symbols to them

**5. Implement model code of conduct:** The commission also Implement model code of conduct for parties and candidates.

### **20. Significance of Regional Parties in India?**

1. Regional parties play a key role in national politics.
2. Many states are ruling by regional parties.
3. they brake the one party dominance.
4. They made politics more competitive.
5. They made easy for local people to approach the regional parties.

**21. Mention points suggested by Srikrishna committee for the bifurcation of AP?**

1. Maintain the status quo.
2. Divide the state into Seemandhra and Telangana, Hyderabad to be a Union territory.
3. Divide the state into coastal Andhra and Rayala Telangana.
4. Divide the state into Seemandhra and Telangana, Hyderabad to be a Union territory.
5. Divide the state into Seemandhra and Telangana, Hyderabad as capital of Telangana.
6. Keep the state unite and a separate regional council should form for the development of Telangana.

**22. What are the functions of M.P.D.O?**

1. The Mandal parishad development officer
2. He is the administrative head of mandal parishad .
3. He plays a Key role in the administrative affairs of the Mandal
4. He prepares the annual budget of the Mmandal parishad
5. He takes steps for the effective working of the Mandal parishad

**2 MARKS QUESTIONS**

**1. WRITTEN CONSTITUTION** : the constitution in written form is called written constitution, eg-USA . INDIA

**2. RIGID CONSTITUTION** : The constitution which is not easily emended is called Rigid constitution . Eg: USA

**3. SECULAR STATE** : If there is no official religion in a state it is called secular state . Eg : INDIA

**4. Universal dult franchise** : Every citizen who have completed the age of 18 years will enjoy Right to Vote without any discrimination.

**5. Preamble :**

Preamble is described as the identity card of the Indian constitution, it reveals the aims and aspirations of the people of India . Because preamble is the soul of indian constitution .

**6. Habeas Carpus :**

Habeas Carpus means "to have the body of . " It is issued by the supreme court to release a person Who is not arrested legally .

**7. Quorum :**

Quorum means Minimum attendance to conduct the meeting of the House . At present it was fixed at 1/10 of the house .

**8. Zero hour**: the time gap between question hour and agenda is known as Zero hour

**9. Question hour**: In the parliament the first hour is called question hour. It starts at 11 "O" clock.

**10. Grama Sabha:**

There will be a Gram sabha in every panchayat. All the voters in the panchayat are the members .

**11. Smart village**: Smart village displays sustainable development of all its community. It is announced by our CM N. Chandrababunaidu.

**12. SMART CITY**: The city that has smart physical, social, infrastructure is called smart city. It provides many facilities to the common man.

**13. EVM** : EVM stands for Electronic voting machine, it is a simple electronic machine used to record votes in the place of ballot boxes, it eliminates invalid and doubtful votes,

**14. NITI Aayog**: the prime Minister act as the chairman of NITI Aayog. It is a policy commission, It give technical advice to the central government.

**15. Collective Responsibility:**

Collective responsibility means all the ministers are jointly responsible to the Lok-sabha for all their actions. They work on the principle of One for all and all for One .

**16. Whip**: Every party has its own whip in the parliament.

He act as assistant floor leader.

He ensures the attendance of his party members in large number and give directions to them.

**17. Composition of State council of Ministers:**

- (1) Cabinet ministers
2. State ministers
3. Deputy ministers.

**18. Qualifications of President/vice president/Governor:**

1. He should be a citizen of India.
2. He should have completed the age of 35 years
3. he should not be a government employee.

**19. Qualifications of MLC/Member of Rajya sabha:**

1. He should be a citizen of India.
2. He should have completed the age of 30 years
3. he should not be a government employee.

**20. Qualifications of MLA/Member of Lok sabha:**

1. He should be a citizen of India.
2. He should have completed the age of 25 years
3. he should not be a government employee.

**21. Qualifications of Supreme Court Judge:**

1. He should be a citizen of India.
2. He should have worked as a Judge of High court for 5 years.
3. or worked as an advocate in Supreme court or High court for 10 years

**22. Qualifications of High Court Judge:**

1. He should be a citizen of India.
2. He should have worked as a Judicial office for 10 years. Or he should have been an Advocate of a High court for 10 years.

**23. PIL**: PIL means Public Interest Litigation.

In PIL any person or group can approach supreme court and high court on behalf of the victim.

**24. Right to constitutional Remedies (article 32):**

Article 32 deals with the right to constitutional remedies. The citizen of India can protect their fundamental rights through this right only.

**25. Court of Record:** The Supreme court acts as the court of record. Its judgments and judicial proceedings are kept for further reference.

**26. Judicial Review:** it is The power of supreme court to declare "null and void" if the acts passed by the legislature are not constitutional.

**27. Seat of Supreme court :** The Supreme court is in Delhi Normally it sits in Delhi. Its first chief justice is H J Kania

**28. Article 19/ Six freedoms**

1. Freedom of speech and Expression.
2. Freedom of Assembly.
3. Freedom of association
4. freedom of movement
5. freedom of settlement
6. freedom of professions.

**29. Appoint of the chief Minister:**

The CM appoint by the governor normally the governor appoints the Majority party leader in the Assembly as the CM after elections.

**30. National emergency or article 352:**

According to article 352 the President can declare National emergency during the period of war or armed rebellion. This is called national emergency

**31. Constitutional Emergency / Article 356:**

According to article 356 the President can declare constitutional emergency in any of the states on the report of the governor. This is called president's rule.

**32. Financial Emergency / Article 360.**

According to article 360 the President can declare financial emergency If the financial stability of India is threatened.

**33. Chairman of Legislative council:** there will be a Chairman in the Legislative council to conduct its meetings. He is elected by the members of legislative council.

**34. Union List:** The powers given to central government is called is called union list.

Eg- defense, Railway, Banks, Post , Foreign affairs etc.

**35. State List:** The powers given to State government is called State list. Eg: Agriculture, health etc.

**36. Concurrent List :** The powers given to both central and State governments is called concurrent list. Eg: Education, Criminal law etc.

**36. Residuary powers:** the powers which are not included in any of the three lists are called residuary powers. Eg. Taxes on service sector.

**37. Sarpanch :** Sarpanch is the political head of the Gram panchayat. He is elected by the registered voters of the village. He presides over the meetings of Gram Sabha.

**38. Cantonment Boards:**

Cantonment Boards are established in the act of 1924. At present there are 62 cantonment Boards in India.

It take steps to improves military personals and civilian population. There will be a General Officer on Command to every Cantonment Board.

**39. NDC:** NDC stands for National Development council.

It was setup in 1952. It is extra constitutional body to associate the states in the formulation of the plans.

The PM is the ex-officio Chairman of NDC.

**40. Multi Party system:** In Multi party system there are more than two parties operating in a political system. Eg. India, France etc.

**41. One party dominance:** The politics in India was dominated for a long period by the congress party till

1977 general elections. Hence this period called as One party dominance.

**42. Any four examples for National Parties:**

BJP, Congress, BSP, CPI, CPM

**43. Any four examples for Regional Parties:**

TDP, TRS, YCP, DMK, AIADMK

**44. What is information?:** Any material in any form, like records, documents, e-mails. Is called information

**45. Types of Party System:** Three types of party systems

1. Single party system
2. Bi Party system
3. Multi Party system

**46. Types of Committees:** two types of committees

1. Standing committees
2. Ad-hoc committees

**47. Composition of Union Executive:**

1. The President
2. The Vice-president
3. The Prime Minister
4. The Union council of Ministers

**48. Composition of State Executive:**

1. The Governor
2. The Chief Minister
3. The State council of Ministers

**49. Composition of Union legislature:**

1. The President
2. Lok-Sabha
3. Rajya Sabha

**50. Write about the making of Indian constitution?**

**51. JVP COMMITTEE.**

**52. Punchchi Commission**

**53. Rurl Local Governments.**

