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PART I

Punjab Government Notifications and Orders

GOVERNMENT OF PUNJAB

DEPARTMENT OF COOPERATION

(COOPERATION-1 BRANCH)

NOTIFICATION

The 9th March, 2020

No. 12/1/2018-C1(4)/1733.-In exercise of the powers conferred by Section 82 of the Punjab Self-Supporting Co-operative Societies Act, 2006 (Punjab Act No. 17 of 2010) and all other powers enabling him in this behalf, the Governor of Punjab pleased to make the following rules:-

1. **Short title and Commencement –**

These rules may be called the Punjab Self-Supporting Co-operative Societies Rules 2019. These Rules shall come into force on and with effect from the date of their publication in the Official Gazette.

2. **Definitions -** In these rules, unless the context otherwise requires,-

(a) "Act" means the Punjab Self-Supporting Co-operative Societies Act, 2006; and

(b) "Form" means a form appended to these rules.

(c) All other words and expressions used in these rules and defined in the Act shall have the same meanings, respectively, assigned to them in the Act.

3. **Form of application for registration-**

An application for registration of a self-supporting cooperative society shall be made in the form given in Appendix 'A' and shall be accompanied by documents in accordance with the provisions of sub-sections(2), (3) and (4) of section 4, which shall be processed in accordance with the provisions of the said section 4. Sections 4 and 82

4. **Form of application for conversion-**

An application for conversion of a primary co-operative society into a self-supporting co-operative society shall be made in the form given in Appendix 'B' and shall be Sections 5 and 82

accompanied by documents in accordance with the provisions of sub-sections (2),(3) and (4) of section 5 which shall be processed in accordance with the provisions of the said section 5.

- Sections 9
sub-section
(4) and 82
5. **Registration of amendment of bye-laws-**
An application for registration of amendment of Bye-laws shall be made in the form given in Appendix 'C' and shall be accompanied by two copies of the amendment duly adopted by the self-supporting cooperative society and signed at least by two members in prescribed form. The same shall be submitted to the Registrar in accordance with the provisions of section 9, which shall be processed by him under the provisions of the said section 9.
- Sections
19 and 82
6. **Writing off bad debts and losses-**
No Self-Supporting Co-operative Society shall write off in whole or in part any debt or losses unless all the remedies available under the Act and otherwise for its recovery have been exhausted.
- Sections
33 and 82
7. **List of defaulting members-**
(1) A list of defaulting members shall be displayed on the notice board of the self-supporting cooperative society fifteen days before the meeting of the general body or the election of the general body.
(2) At the commencement of each meeting of the general body of the self supporting cooperative society, the Secretary of the society shall announce the names of the defaulting members and his statement so made shall form part of the proceedings of the meeting.
- Sections
44(2)(g)
and 82
8. **Division of area into zones-**
The Board may, for the purpose of election of Directors of the Board, divide the area of operation of a self supporting cooperative society into zones not exceeding the number of members to be elected for the Board. The zones so carved out shall be contiguous and shall have an equal number of members as far as possible.
- Sections
58 and 82
9. **Application form of reference of disputes-**
When a party to the dispute referred to in section 58 desires to have that dispute determined in accordance with the provisions of the said section, the party shall make a reference to the Arbitration Council in the form given in Appendix 'D'.
- Sections
12,58 and
82
10. **Fee to the members of the Arbitration Council-**
(1) The Registrar may, in such cases as he thinks fit, order the payment of fee, not exceeding the amount of fee specified by the Government under section 12, to the members of the Arbitration Council.
(2) No fee shall be payable to the members of the Arbitration Council till the dispute referred to it is finally decided within six months.
- Sections
58 and 82
11. **Communication of date, time and place of hearing-**
The Arbitration Council shall communicate the date, time and place of hearing the dispute to all parties concerned.
- Sections
58 and 82
12. **Maintenance of records of Arbitration Council -**
(1) The records of the Arbitration Council shall be kept at such place and in such manner as the Registrar may direct.

(2) A copy of the decision of the Arbitration Council shall be given to the party by the Registrar, as soon as possible, but not later than fifteen days on payment of such fee, as may be specified by the Government under section 12.

13. Appeals.-

No appeal shall be entertained unless it is accompanied by a copy of the order appealed against. Sections 82

14. Submission of quarterly report by Liquidator.-

The Liquidator shall submit to the Registrar a quarterly report showing the progress made in the liquidation of the Self-Supporting Cooperative Society in such specific form, as may be specified by the Registrar for this purpose. Sections 71 and 82

15. Deposit of funds by Liquidator.-

All funds of the Self-Supporting Cooperative Society shall be deposited by the Liquidator in such institution as the Registrar may approve. Sections 71 and 82

16. Liability due to claimants whose whereabouts are not known.-

If any liability cannot be discharged by the Liquidator owing to the whereabouts of the claimant not being known or for any other reason, the amount covered by such un-discharged liability shall be deposited in the Central Co-operative Bank having jurisdiction over the area in which the Self-Supporting Co-Operative Society was functioning and shall remain at the disposal of the claimant for a period of three years, after which the undrawn amount, if any, may be transferred to the Punjab State Cooperative Development Federation Limited, Chandigarh, for the purpose of imparting education as specified in section 15. Sections 71 and 82

17. Maintenance of accounts by Liquidator:-

The Liquidator shall keep such books and accounts in the form determined by the Registrar from time to time. The Registrar may, at any time cause such books and accounts to be audited. Sections 71 and 82

Chandigarh
The 5th March, 2020

KALPANA MITTAL BARUAH,
Additional Chief Secretary-Cum-
Financial Commissioner (Co-operation).

APPENDIX 'A'**(See Rule 3)****APPLICATION FOR REGISTRATION OF A SELF-SUPPORTING CO-OPERATIVE SOCIETY**

We, the undersigned hereby apply for the registration of a Self-Supporting Co-operative Society/Federal Self-Supporting Cooperative Society, as proposed hereunder, under sub-section(2) of Section 4 of the Punjab Self-Supporting Co-operative Societies Act, 2006 and enclose herewith two copies of the Bye-laws as required by sub-section(4) of Section 4 .

1. Name of the proposed Self-Supporting Co-operative Society or Federal Self-Supporting Co-operative Society.
2. Class of Self-Supporting Co-operative Society and liability.
3. Address to be registered.
4. Area of operation.
5. Main objects.
6. Number of members at present.
7. Estimated unsecured debts of members (in case of a credit service Self-Supporting Co-operative Society).
8. Details of area mortgaged by individual members (in case of a credit service self-supporting co-operative society and Primary Agriculture Development Banks).
9. Capital with details of shares, deposits, fee etc.
10. Value of share and mode of payment.
11. Name of the applicant for the purpose of correspondence by the Registrar (see Rule 3)
12. Receipt of deposit of Registration fee as specified by the Registrar:

Name and Father's name	Age	Occupation	Place of Residency village/city and post office	Number of Shares subscribed	Signatures
1	2	3	4	5	5

Signatures of applicants

APPENDIX 'B'

(See Rule 4)

**APPLICATION FOR CONVERSION OF A PRIMARY CO-OPERATIVE SOCIETY INTO A
SELF-SUPPORTING CO-OPERATIVE SOCIETY**

To,
The Registrar,
Cooperatives, Punjab

We submit herewith a proposal for conversion of the Primary Cooperative Society Ltd. into the following Self-Supporting Cooperative Society under sub-section(1) of Section 5 of the Punjab Self-Supporting Cooperative Society, Act 2006, through the authorized person Sh. s/ o Sh. Membership No.

We also declare that the information given herewith, including that in the enclosures, is correct to the best of our knowledge:

1. Name of the proposed Self-Supporting Co-operative Society.
2. Class of Self-Supporting Co-operative Society and liability.
3. Address to be registered.
4. Area of operation.
5. Main objects.
6. Number of members at present.
7. Estimated unsecured debts of members (in case of a credit service self-supporting cooperative society).
8. Secured debts of the co-operative society with details of properties mortgaged.
9. Capital with details of shares, deposits, fee etc.
10. Value of share and mode of payment.
11. Names of members of the Board.
12. Name of the authorized person to who correspondence regarding registration or otherwise should be addressed.
13. Receipt of deposit of registration fee as specified by the Registrar.
14. Certificate from the Registrar that the Primary Co-operative Society is not in possession of any Government aid from the Central Government or the State Government that is still outstanding in the books of the society.

15. Certified copy of special resolution for conversion of the Primary Co- Operative Society into Self-Supporting Co-Operative Society.

Name and Father's name	Age	Occupation	Place of Residency village/city and post office	Number of Shares subscribed	Signatures
1	2	3	4	5	5

(Signatures of authorized person)

Note: The above information is not to be supplied by the Primary Co-operative Agriculture Development Banks, the Primary Co-operative Marketing Societies and the Primary Urban Co-operative Banks.

APPENDIX 'C'**(See Rule 5)****APPLICATION FOR THE REGISTRATION OF AMENDMENT OF BY-LAWS OF THE
SELF-SUPPORTING CO-OPERATIVE SOCIETY**

To

The Registrar of Co-operative Societies,
Punjab

Dated _____

Sir,

We, the undersigned, enclose herewith, in duplicate, the marginally noted amendment of the bye-laws of the Co-operative Society in the district of along with the copy of the special resolution and apply for the registration of the amendment under section 9 of the Punjab Self-Supporting Cooperative Societies Act, 2006 in supersession of earlier bye-laws, if any. The necessary particulars about the general body meeting at which the amendment was passed are noted below:-

1. Date of the meeting :
2. Number of members present in person :
3. Number of members who voted in support
of the amendment :
4. The total number of members of the society
on the date of notice of the general meeting :

We certify that the adoption of the proposed amendment would be in the interest of the Self-Supporting Cooperative Society.

(Seal)

Secretary/Chief Executive Officer/Member of the Board

1.

2.

.....

Co-operative Society Limited

APPENDIX 'D'

(See Rule 10)

Before the Arbitration Council _____

Reference No. _____ A.B. (add description and address) _____

..... Applicants

Versus/ Against

C.D. (add description and address) _____

..... Respondents

The above named applicants state/s as follows:-

- (i) Description of the dispute;
- (ii) Cause of action in brief;
- (iii) Description of the relief claimed;
- (iv) List of documents to be relied upon;

Place.....

(Signature of the party)

Date.....

Verification

Verified that the contents of the above paras _____ are true to the best of my/our knowledge as derived from the available record.

Place.....

(Signature of the party)

Date.....