

Housing

v z : 5/6/2/7/gjpthsh/t.t.88 /520
gJit muR
TILwtjJiw

gJit, 6.12.1988

Rwwwfifvz. 38/88

bghUs : TILwtjJiw – jdahhpkUeJ gujk
TILwt tIL trjr'f'fs eyk th'FtJ
kwWk nkkgLjJtJ bjhlghd bewKiwfs
- bjhlghf.

midjJg gujk TILwt tIL trjr'f'fSk jdahhpkUeJ
eyk th'FtJ kwWk meeyjij nkkgLjJtJ bjhlghd
tjKiwfs , jJld , izffggLLssd. , jpy fzLss
tjKiwfis midjJ r'f'fSk jtwHJ filgoff ntzLk vdW
mwptWjjggLfwJ.

, rRwwwfifia mLjJ eilbgwtss r'f ehtthffFGtd
TIljjy itjJ, ehtthffFGtd cWggdhfsd ghhitfFf bfhz u
nfhuggLLssJ.

, rRwwwfif filjjikffhd Vwgsig mDgg itfftK.

vk. n#. mkgnuh!
TILwtr'f'fsd gjpthsh

, **izgg** : nkwtwathW.

(Annexure to Registrar's circular No.5/6/2/7/RCS/F/88/520 dated 6.12.1988).

j d a h h l U e J g u j k T I L w t t i L t r j r ' f ' f s e y k t h ' F t J
k w W k c W g g d h f S f F k i d x J f f L b r a a K d m D r h f f
n t z o a J b j h l h g h d t j j K i w f s

1. x t b t h U r ' f K k v e b j e j g F j f s y e y k t h ' F t J v d g J
g w w n j h u h a k h a K o b t L f f n t z L k . , k K o t w F r r ' f g
b g h J g n g u i t a d x g g j i y g b g W j y e y y J . m j d g d , J
b j h l h g h d K o t i d c W g g d h f S f F b j h t j j b j h l f f
i t g g h d % . 3 / 0 0 0 b r Y j j k i d n t z L n t h h f s
t p z z g g f F k g o n f h u n t z L k . , t i t g g t h ' f t U f F k
k i d a d t p i y a y " < L b r a a g g l n t z L k m y y J /
- d w h z L f s f H j j c W g g d h f S f F j j U g g
m s f f g g l n t z L k .
2. , t t h W b j h l f f i t g g l d b g w g g l l t p z z g g ' f i s g
g h r i y j j / n j i t g g L k k i d f s d m s i t K o t b r a J / r ' f
, a f F e h F G x t b t h U g F j a Y k c W g g d h f s d n j i t f n f w g
v e j m s t w F e y k t h ' f n t z L k v d g i j j j h k h d f f
n t z L k .
3. e y c h i k a h s h f i s k i d a d g u g g s t k w W k t p i y a i d
v G j J - y k b j h t f f f n f h h / c s q h j d r h a y t s k g u k b r a a
n t z L k .
4. k i d t w g i d b j h l h g h f e y c h i k a h s h f s l k U e J b g w g g L k
m i d j J t U g g w t g g f f i s a k (o f f e r) , a f F e h F G T I l j j y
i t j J t h ' f t s s , l k c f e j j h / t p i y e a h a k h d j h v d g i j
K o t b r a a n t z L k .
- 5/ t h ' f K o t b r a a k k i d / b g h U j j k h d b j d r ' f e h t h f f F G
K o t b r a a g l r j j y / k i d t w g i d b r a t h l k n k w g o
b r h j j d m r y c h i k M t z j J l d / f H f f z l r h d w j H f S k
b g w n t z L k .
(m) 3 0 M z L f S f f h d b r h j j d t p y y ' f r h d w j H
(M) e y m s t h a t j J i w a l k U e J b g w w b r h j j d
e y m s t t i u g l k
(,) t l l h l r a h m Y t y f j j l k U e J b g w w c l i k
c h i k g j n t l L g o
(<) - j h i j t H b r h j j h f , U e j h y b r h j J
t p w n g h h d t k r h t H g g l o a y .
6. b r h j j d t w g i d k w W k c h i k M t z k j g g r k g e j k h d r l l
M n y h r i d b g w c h i k a a y t H f F f s y n g h j a m D g t k c s s
K J e i y r l l M n y h r f h l k t h i r v z . 5 _ y b r h y y g g l l
m i d j J M t z ' f i s a k E z z h a t f F m D g g n t z L k . , e j
r l l M n y h r f h r ' f e h t h f f F G t d u h y n j h t b r a a g g l
n t z L k .

7. ,nj jUz jpy r'fk th'f css eyk ey Mh#jjjpdfH
tutpyiy vdgjid Jiz tllhlrah (ey Mh#jk) mthfslk
fojk bgwW bjspt gLjjfbfhss nt z Lk.
8. r'fk th'f css eyk/ ey crr tukg rlljjd fGk
tutpyiy vdgjid Jiz tllhlrah (tUtha)
mthfslkUeJ fojk bgwW bjsptgLjjfbfhss nt z Lk.
9. (i) eyjij twgth rhahd twghik kwWk chik Mt z k
bgwWssh vdW rll Mnyhrfhk rhdwGk/ (ii) Jiz
tllhlrah (tUtha) kwWk Jiz tllhlrah (ey Mh#jk)
, irtk bgwgd/ , J rkgejkh midjJ Mt z 'fisak/
gujuk r'f ehtthffFGtd Kd itff nt z Lk. , jju z jpy/
r'f ehtthffFGnth myyJ - dW , afFehfSfFf FiwtyyhJ
mikffg gll r'fjjd ghbjhU FGnth , Wjahf kid
twgidahsUld ngr/ Kothd tiyfF tunt z Lk.
10. r'fk th'ftss eyk/ efuk kwWk fuhk mikggf FGthy
mwptgg braaggll bgUefu jll tiuaiway mikejUggd/
meezyk FoaUgg gFjahf tifggLjjggloUffwjh vdgijf
f z lwa nt z Lk. mtthW FoaUgg gFjahf , yyhjUggd/
FoaUgg gFjahf khww braa , aYkh vdgijak
mwant z Lk. mtthW FoaUgg gFjahf myyhj eyjijf
FoaUggg gFjahf khww , aYbkdd meeyk th'fgglyhk.
, yyhtod r'fk , ttif eyjij th'ffTlhJ.
11. eyk twgid bragtUfF Kdgz k msggjwF
cWggdhfslkUeJ bgwggll Kditggj bjhifiag
gadgLjjf bfhs nt z Lk. xjJfbfhssggll tiyad
kFjjbjhifia msff r'f cWggdhfslkUeJ k z Lk
Kdgz k nrhjjJ/ ey twgidahsUfFr brYjjggll nt z Lk.
KG bjhifiar r'f cWggdhfslkUeJ tNyff Koahj xU
ry rejhg'fsy kllk , ilffhy Vwghlf gJit kheyf
TILwt t'falk r'fk ejp cjt nfhhtp z z ggffnt z Lk.
12. r'f eyjij th'f jhkhdFk Kd cjnrrjJss kidfF
mZF tH (bryth) cssjh vdgij cWj braa nt z Lk.
mtthW , yyhjUggd/ eyk fllhakhf th'fgglfTlhJ.
13. twgid xggejk kwWk twgid cldgofiffis mDgtk
thaej rll Mnyhrfh d cjtald tiut braa nt z Lk.
gjjuk gjt braaggLknghJ/ gjjuk - dW efyfsy bgwggll
nt z Lk.
14. eyk th'fglltld rkgejggll r'fk gJit khey TILwt
tlltrjp , izajjd Mnyhrd bgwW/ gJrnrh jll
mjfhahy tFffggllss tjKiwfSfF Vwg tiugglk jahh
braa nt z Lk.

15. k z : z oggJ/ c s r h i y f s m i k j j y / f H t e h g g h i j f s
m i k j j y / g l ' f h c U t h f F j y n g h d w m i d j J n k k g h l L
n t i y f S f F k / g J i t k h e y f T i L w t t i L t r j p , i z a j j h y
j a h h b r a a g g l L s s j l l m o g g i l a n y n a n k w b f h s s g g l
n t z L k . , J r k g e j k h d n t i y f i s / x g g e j g g s s p - y k h f
m i H j n j h m y y J g J r n r h p x g g e j j b j h H y h s h T i L w t r
r ' f j j p d - y k h f e a k d m o g g i l a y b r a a g g l n t z L k .
t i L t r j p , i z a j j p d b g h w a h s h f s h y , g g z p
n k w g h h i t a l g g l n t z L k k w W k m t h f s h y g j p t b r a a g g l l
m s t p d m o g g i l a y b j h i f t H ' f g g l n t z L k .
16. g J r n r h p j l l m j p f h h a h y k i d t i u g g l k m ' f f h p f f g g l l g p d
x t b t h U r ' f K k k i d x J f f l t j p f s j a h h j J / g j p t h s h d K d
m D k j p b g w W / m t t j p f s y f z L s s g o c W g g p d h f S f F
k i d f s x J f f g g l n t z L k . x t b t h U c W g g p d U f F k k i d
x J f f l b r a j m w t p g i g , j w b f d e h z a p f f g g l L s s g o t j j y
m D g g g g l n t z L k .
17. k i d x J f f l b g w w t h / b r h e j t l f l o f b f h s s k i L k
k i d i a g g a d g L j j n t z L k . , j u n e h f f j j w F m y y v d g i j
c W g g p d U f F b j s p t g L j j n t z L k . v e j x U c W g g p d U k
k i d i a k W t p w g i d b r a a j j i l t j p f f g g l n t z L k .

vk.n#. mkgnuh!
T i L w t r r ' f ' f s p d g j p t h s h

No.5/6/2/35/RCS/F/90/60
Government of Pondicherry
Co-operative Department

Pondicherry, the 22.1.1991

C I R C U L A R

Sub: Construction of godowns and office buildings by village co-operative agricultural credit societies/co-operative milk producers societies and other co-operative institutions – Preparation of plans and estimates – Instructions – Reg.

It has been brought to the notice of the undersigned that at present the co-operative institutions, particularly the village co-operative agricultural credit societies, co-operative milk producers' societies which go in for construction of godowns/office buildings, etc, prepare plans and estimates therefor by engaging private engineers. When the estimates are prepared and sent to Public Works Department for approval, the Public Works Department accords approval, if the rates are less than the prevailing market rates. In most of the cases, the rates indicated in the estimates are found to be on the lower side and are not workable at all. The specifications are also not uniform. While some societies adopt a proportion of 1:5, some other adopt a proportion of 1:6 for brick-work in cement mortar, for superstructure. There are several similar disparities in the estimates prepared by the private engineers.

At this juncture, the Pondicherry State Co-operative Housing Federation Ltd., which is an apex organization has come forward to undertake the preparation of plans and estimates for all co-operative institutions in the Union territory, on payment of nominal charges. The Federation is having qualified Engineers for the job and maintaining close liaison with the Public Works Department. The estimates prepared by the Federation will be based on the procedure adopted by the Public Works Department for construction of Government buildings. Similarly, the specifications mentioned in the estimates prepared by the Federation will also conform to the standard specifications indicated in "Delhi Schedule of Rates", which is adopted by the Public Works Department. The Federation is having a good number of trained engineers in various low cost technologies which can be used for saving time and cost of construction. Further, the Engineering Cell of the Federation is regularly trying to update its knowledge and skill in building technology.

Hence, it is hereby decided that in future, the preparation of plans and estimates for civil works by all the co-operative institutions in this Union territory should be entrusted only to the Pondicherry State Co-operative Housing Federation Limited, Pondicherry.

The rates prescribed by the Pondicherry State Co-operative Housing Federation for such technical services, are indicated in the annexure.

Housing

Further, as had already been decided earlier, all civil works upto Rs.5 lakhs may be awarded to the Pondicherry Co-operative Labour Contract Society Ltd., on nomination basis at the estimated rates, as prepared by the Pondicherry State Co-operative Housing Federation Ltd., within 30 days from the date of preparation of estimates. The Pondicherry Co-operative Labour Contract Society is prepared to execute such works without any further negotiation.

UDDIPTA RAY
REGISTRAR OF CO-OPERATIVE SOCIETIES

Encl: As above

ANNEXURE**CHARGES FOR THE PREPARATION OF PLAN AND ESTIMATES OF
RESIDENTIAL BUILDING & INDUSTRIAL, STORAGE & SHOPPING COMPLEX****A. SINGLE STOREYED RESIDENTIAL BUILDING:** Rs. P.

1. Plinth area up to 1000 sq.ft.	Plan	125.00
	Estimate	75.00
2. Plinth area in excess of 1000 sq.ft. but not exceeding 1500 sq.ft.	Plan	150.00
	Estimate	75.00
3. Plinth area in excess of 1500 sq.ft.	Plan	200.00
	Estimate	100.00

B. TWO STOREYED RESIDENTIAL BUILDING:

1. Plinth area up to 1000 sq.ft.	Plan	200.00
	Estimate	100.00
2. Plinth area in excess of 1000 sq.ft. but not exceeding 1500 sq.ft.	Plan	250.00
	Estimate	100.00
3. Plinth area in excess of 1500 sq.ft.	Plan	300.00
	Estimate	150.00

**C. INDUSTRIAL, STORAGE AND SHOPPING COMPLEX
FOR SISTER INSTITUTIONS:**

1. Built up area up to 1000 sq.ft.	Plan	150.00
	Estimate	100.00
2. Built up area in excess of 1000 sq.ft. but not exceeding 1500 sq.ft.	Plan	250.00
	Estimate	150.00
3. Built up area in excess of 1500 sq.ft. but not exceeding 2500 sq.ft.	Plan	400.00
	Estimate	200.00
4. Built up area in excess of 2500 sq.ft. but not exceeding 3500 sq.ft.	Plan	500.00
	Estimate	250.00
5. Built up area in excess of 3500 sq.ft. but not exceeding 5000 sq.ft.	Plan	700.00
	Estimate	300.00
6. Built up area in excess of 5000 sq.ft. but not exceeding 10,000 sq.ft.	Plan	1,000.00
	Estimate	400.00
7. Built up area in excess of 10,000 sq.ft.	Plan	1,500.00
	Estimate	500.00

**GOVERNMENT OF PONDICHERY
ABSTRACT**

Co-operative Department – Pondicherry – Providing of Shelters to the Homeless – Constitution of Committee – Orders – Issued.

FINANCE DEPARTMENT (HOUSING)

G.O.Ms.No.32/91/F.6

Pondicherry, the 14.8.1991

READ: (1) D.O. letter No. NCHF:90-91:7(99): 733 dated 25.8.1990 from the Chairman of the National Co-operative Housing Federation of India addressed to the Chief Minister, Pondicherry.

(2) Letter No.5/6/2/42/RCS/F/90/640, dated 24.12.90 from the Registrar of Co-operative Societies, Pondicherry.

ORDER:

The Chairman, National Co-operative Housing Federation of India (NCHF) functioning under the Government of India in the Ministry of Urban Development has requested this Administration that a committee may be constituted to discuss the enlarged role that can be assigned to the housing co-operative in the state and the committee may be represented by HUNDCO, NCHF, State Co-operative Housing Federation, Department of Co-operation and Housing of the State Government etc. and that the committee may meet periodically and review the performance of the housing co-operatives and discuss difficulties being faced by the housing co-operatives. While highlighting the contributions made by the housing co-operatives in the housing activities the Chairman has pointed out that a massive housing programme have to be undertaken for providing an affordable shelter to every homeless person by the year 2001 as is contemplated in the National Housing Policy of the Government of India. The Government after careful consideration has decided to constitute a committee for the above purpose. Accordingly, a committee is constituted which shall comprise of the following:-

- | | |
|---|-----------------|
| 1. The Hon'ble Chief Minister | - Chairman |
| 2. The Hon'ble Minister for Co-operation | - Vice-Chairman |
| 3. The Hon'ble Minister for Housing | - Member |
| 4. The Development Commissioner | - Member |
| 5. The Secretary to Government in-charge of Housing | - Member |
| 6. The Joint Secretary (Revenue) | - Member |
| 7. The Senior Town Planner | - Member |
| 8. The Chairman, The Pondicherry State Co-operative Housing Federation. | - Member |
| 9. The Executive Director, HUDCO, Southern Region, Madras. | - Member |

Housing

- | | |
|---|--------------------|
| 10. Representative of the National Co-operative Housing Federation, New Delhi. | - Member |
| 11. The Managing Director, The Pondicherry State Co-operative Housing Federation. | - Member |
| 12. The Joint Secretary dealing with Co-operative Housing. | - Convener |
| 13. The Registrar of Co-operative Societies | - Member Secretary |

2. The Committee shall meet once in six months, or often if necessary to discuss the steps to be taken for expansion of the co-operative housing activities and to remove the difficulties if any, experienced by co-operative housing societies.

3. The Registrar of Co-operative Societies who is the Member Secretary of the committee will be submitting proposals to the Government for convening the meetings.

S. VAITHYANATHAN
JOINT SECRETARY TO GOVERNMENT

GOVERNMENT OF PONDICHEERY
ABSTRACT

Co-operative Department, Pondicherry – Providing shelter to the homeless – Constitution of sub-committee – Orders – Issued.

CHIEF SECRETARIAT (HOUSING)

G.O.Ms.No.1/93/Hg

Pondicherry, the 7.1.1993

READ: 1.G. O. Ms. No.32/91/F.6, dated 14.8.1991 of Finance Department
(Housing), Pondicherry

2. Letter No.5/6/2/42/RCS/F/90/555, dated 16.12.1992 from the
Registrar of Co-operative Societies, Pondicherry.

ORDER:

In the G.O. under reference a High Level Committee was constituted by the Government of Pondicherry under the Chairmanship of the Hon'ble Chief Minister to discuss the role of the housing co-operative. It has been decided to constitute a sub-committee. The Government accepts the proposal and the sub-committee is constituted with the following.

- | | |
|---|--------------------|
| 1. The Registrar of Co-operative Societies | - Chairman |
| 2. The Joint Secretary (Revenue) | - Member |
| 3. The Senior Town Planner | - Member |
| 4. The Chairman of the Pondicherry State Co-operative Housing Federation. | - Member Secretary |
| 5. The President of the concerned primary co-operative housing society. | - Member |

The sub-committee shall select the lands proposed to be purchased either by the Pondicherry State Co-operative Housing Federation or by the primary housing co-operatives to avoid any difficulty vis-à-vis Urban Land Ceiling Act and/or Town and Country Planning Regulations and to ensure orderly expansion of residential areas.

The sub-committee shall meet as often as is necessary.

P. K. SREEDEVI
UNDER SECRETARY TO GOVERNMENT

b For corrigendum, kindly see P. 8.11

GOVERNMENT OF PONDICHEERY
ABSTRACT

Co-operative Department - Pondicherry - Providing of Shelter to the Homeless -
Constitution of sub-committee - Corrigendum - Issued.

CHIEF SECRETARIAT (HOUSING)

G.O.Ms.No.4/93/Hg

Pondicherry, the 12.3.1993

READ: 1.G. O. Mo. No.1/93/Hg.dated 7.1.1993 of Chief Secretariat (Housing),
Pondicherry.

2. Letter No.292/93/PA, dated 10.2.1993 from the Joint Secretary
(Revenue), Revenue Department, Pondicherry.

ORDER:

The following corrigendum is issued:-

“The Joint Secretary (Revenue)”
mentioned at item No.2 of the G.O. cited
may be read as “Sub-Collector
(Revenue) – cum - Competent Authority
(ULC)”

P. K. SREEDEVI
UNDER SECRETARY TO GOVERNMENT

Housing

No.5/6/1/1/RCS/F/93/34
Government of Pondicherry
Co-operative Department

Pondicherry, the 2.2.1993

CIRCULAR

Sub: Co-operative Department – Housing – Providing of shelter to the homeless
– Constitution of Sub-Committee.

Ref: G.O.Ms.No.1/93/Hg., dated 7.1.1993.

It is informed that the High Level Committee which was constituted by the Government of Pondicherry under the Chairmanship of the Hon'ble Chief Minister to discuss the role of the housing co-operatives has decided to constitute a sub-committee to select the lands proposed to be purchased either by the Pondicherry State Co-operative Housing Federation or by the primary housing co-operative to avoid and difficulty vis-à-vis Urban Land Ceiling Act and/or Town & Country Planning Regulations and to ensure orderly expansion of residential areas. Accordingly the Government of Pondicherry has now constituted a sub-committee vide G.O. Ms. No.1/93/Hg., dated 7.1.1993 for the said purpose. Therefore, the co-operative housing societies functioning in this Union territory are advised to purchase lands only with the approval of the above sub-committee and hereafter take up such proposals to purchase lands for the purpose of providing housing facilities to their members with the Chairman of the Pondicherry State Co-operative Housing Federation, who is the member Secretary of the sub-committee, for further advice.

The above instruction should be scrupulously followed in future.

**P. MATHEW SAMUEL
REGISTRAR OF CO-OPERATIVE SOCIETIES/
CHAIRMAN SUB-COMMITTEE**

No.5/6/1/14/RCS/F/94/205
Government of Pondicherry
Co-operative Department

--:-:--

Pondicherry, the 28.6.1994

**PROCEEDINGS ISSUED UNDER SECTION 81(1) OF THE PONDICHERRY
CO-OPERATIVE SOCIETIES ACT, 1972**

Present: Thiru P. MATHEW SAMUEL,
Registrar of Co-operative Societies

Sub: Co-operative societies – Purchase of immovable properties – Directions -
Issued.

WHEREAS instances have been brought to the notice of the undersigned that some societies undertake purchase of immovable properties, without obtaining the permission of the undersigned;

WHEREAS Rule 50 of the Pondicherry Co-operative Societies Rules, 1973, presupposes that a society shall invest the whole or any portion of its funds in the purchase of lease or land or in the purchase, construction or remodeling of any building that may be necessary to conduct its business, only with the prior sanction of the undersigned;

AND WHEREAS the undersigned is satisfied that in order to secure proper management of the business of the society in general and from preventing the affairs of the society from being conducted in a manner detrimental to the interest of the members or of the depositors or creditors thereof, it is necessary to issue directions to all the co-operative societies, laying down the guidelines in the matter of purchase of immovable properties, construction or remodeling any building, that may be necessary to conduct the business of the society.

NOW, THEREFORE in exercise of the powers conferred on him under sub-section (1) of Section 81 of the Pondicherry Co-operative Societies Act, 1972, the undersigned hereby directs that:-

(i) Whenever the society interests to purchase land or building, the committee of management should ensure that the property is free from encumbrance and the seller has clear marketable title to the said property. Along with the resolution of the committee of management and legal opinion, the proposal should be sent to the undersigned, seeking permission. Whenever necessary, the clearance from the Deputy Collector (Land Acquisition) and Deputy Collector (Revenue) is to be obtained, to ensure that the land proposed to be purchased is not attracted by land acquisition or land ceiling legislations.

Housing

(ii) Where the society has proposed to remodel the existing building belonging to the society, a detailed estimate is to be prepared, the reasonableness is to be certified by the Pondicherry State Co-operative Housing Federation and then the proposal is to be sent for approval.

(iii) As regards purchase of land or building by way of sealed tender or auction, the committee of management should decide in the meeting the maximum possible price that the society would offer for the land and get the approval of the Registrar of Co-operative Societies for that price. At the end of tender or auction the price paid should be intimated. At no cost should the society go in for a higher price.

These directions shall not however, apply to such transactions and to such societies as provided in the first proviso of Rule 50 to which Rule 50 shall not apply.

The societies are strictly directed that these directions should be followed scrupulously and any deviation will warrant action, holding the concerned responsible for the mismanagement of the funds.

These directions should be read and recorded in the ensuing board meeting to keep the members of the board informed of the contents of these directions.

The President/Chief executive should keep the copy of the directions in safe custody and should handover to the successor in office.

The receipt of the directions should be acknowledged.

P. MATHEW SAMUEL
REGISTRAR OF CO-OPERATIVE SOCIETIES

No.5/6/1/30/RCS/F/97/354
Government of Pondicherry
Co-operative Department

- :: -

Pondicherry, the 21.10.1997

CIRCULAR

Sub: Co-operative Department-Housing-Purchase of land by housing societies –
Submission of documents / Particulars to Sub-Committee – Guidelines –
Issued.

It is brought to the notice of the undersigned that some of the primary co-operative housing societies are purchasing land without assessing the exact demand from their members and even without getting the approval of their general body. Once they receive the approval of the sub committee they feel that they can straight away purchase the land without getting the approval of the general body. Some societies appear to have gone to the extent of misguiding their members that sub committee's approval is also for the rates fixed by them. Some of the societies opine that only for availing loan from Pondicherry State Co-operative Housing Federation, sub committee's approval is required.

The matter has been considered in detail and the housing societies are informed that whenever they intend to purchase land for their members it should be got approved by the sub committee even if the society is about to purchase the land from its own funds.

The sub committee will select the land proposed to be purchased by the housing society so as to avoid any difficulty vis-à-vis Urban Land Ceiling Act and /or Town and Country Planning Regulations and to ensure orderly expansion of residential areas.

While submitting the proposal for land purchase to the sub committee, the society should ensure that the following documents/particulars are enclosed along with the proposal, so as study the proposal in detail:

1. Copy of the document
2. Consent letter from the land owner
3. Antecedent document
4. E.C for 30 years
5. Patta Copy
6. F.M.B copy
7. Location sketch
8. Government guideline value and the cost price of the land
9. Approval of the general body – Approval should be in non-ambiguous terms with the signature of members (The intending members should participate in the general body compulsorily and give their consent. The tentative plot cost including development cost should be informed to the members).

Housing

10. List of members who have paid 25% of the tentative price of the proposed plot cost.
11. Legal opinion.

The sub committee shall hereafter visit the proposed land and assess the suitability of the land for the purpose housing, apart from clearing it from legal angles, after scrutiny of the above documents.

The co-operative housing societies should follow the guidelines mentioned above without any deviation in submitting proposals for the clearance of the sub committee.

G. RAGESH CHANDRA
REGISTRAR OF CO-OPERATIVE SOCIETIES

No.5/6/1/48/RCS/Hsg/F1/2001/298
Government of Pondicherry
Co-operative Department

Pondicherry, the 16.10.2003

CIRCULAR

Sub: Co-operative Department – Placing of orders by Government
Institutions/Local Bodies/Co-operative Institutions for purchase
of building materials and Hollow Block Bricks from the
Pondicherry Co-operative Building Centre – Reg.

The Pondicherry Co-operative Building Centre functioning with its various branches at Ilango Nagar, Pondicherry was formed mainly to cater the requirement of the public through supply of all kinds of building materials such as Tata, Vizag, SAIL brands of ISI steels and tar steels, quality cements, paints, sanitary wares, PVC pipes, A.C sheets, ceramic tiles, weathering tiles, electrical goods, stoneware pipes, hardware items etc., The Pondicherry Co-operative Building Centre also manufactures/purchases in bulk, quality building materials required for construction of buildings and selling the same to the public and institutions at an affordable cost. Recently the Pondicherry Co-operative Building Centre has started a unit for manufacturing of a Hollow Block Bricks of various sizes based on the latest technology in order to reduce the cost of construction and selling at a reasonable rate.

The Pondicherry Co-operative Building Centre among the above activities is also lending centering sheets column boxes, spans, props, mixer machine and vibrators to the public at a nominal rent and providing 'Soil Stabilized Mud Blocks' cement products such as jollies of various designs and sizes.

All the Government department/Government undertaking/Local bodies/co-operative societies in Pondicherry are therefore requested to extend their support by placing orders for their requirements of all the building materials and utilize the service from the Pondicherry Co-operative Building Centre, Pondicherry.

G. RANGANATHAN
REGISTRAR OF CO-OPERATIVE SOCIETIES

No.5/6/1/48/RCS/Hsg/F1/2001/169
Government of Pondicherry
Co-operative Department

Pondicherry, the 25.7.2005

CIRCULAR

Sub: Construction of godowns and office buildings by village
co-operative agricultural credit societies and other co-operative
institutions – Preparation of plans and estimates – Instructions
- Reg.

Ref: Circular issued by the Registrar of Co-operative Societies
No.5/6/2/35/RCS/F/90/80 dated 22.1.1991.

Of late, it is noticed that despite the strict instruction of this department issued in the reference cited some co-operative societies are still engaging private engineers for preparation of plan and estimate for construction of godowns / office buildings etc., which is not fair and economical and is time consuming.

Hence in the best interest of all co-operatives and with a view to avail the best service of the technical officers of Pondicherry State Co-operative Housing Federation Ltd., in a better way the following instructions are therefore, issued for strict adherence and compliance by the co-operative institutions in the matter of preparation of plans and estimates for construction of society's building in view of the following factors.

When the estimates are prepared and sent to Public Works Department for approval, the Public Works Department accords approval, even if the rates are less than the prevailing market rates. In most of the cases, the rates indicated in the estimates are found to be on the lower side and are not workable at all. The specifications are also not uniform. While some societies adopt a proportion of 1:5, some other adopt a proportion of 1:6 for brick-work in cement mortar, for superstructure. There are several similar disparities in the estimates prepared by the private engineers which can be eliminated.

At this juncture, it is reiterated that the Pondicherry State Co-operative Housing Federation Ltd., which is an apex organization well equipped with technical and trained personnel has come forward to undertake the preparation of plans and estimates for all co-operative institutions in the Union territory. The Federation is having qualified engineers for the job and maintaining close liaison with the Public Works Department and they are charging only a nominal rate for the preparation of plan and estimates. The estimates prepared by the Federation will be based on the procedure adopted by the Public Works Department for construction of Government buildings. Similarly, the specifications

Housing

mentioned in the estimates prepared by the Federation will also conform to the standard indicated in “Delhi Schedule of Rates”, which is adopted by the Public Works Department. The Federation is having a good number of trained engineers in various low cost technologies which can be used for saving time and cost of construction. Further, the Engineering Cell of the Federation is regularly trying to update its knowledge and skill in building technology.

Hence, it is hereby decided that in future the preparation of plans and estimates for civil works by all co-operative institutions in this Union territory should be entrusted only to the Pondicherry State Co-operative Housing Federation Ltd., Pondicherry.

Further all civil works, minor repairing works of all co-operative societies may be awarded the Pondicherry Co-operative Labour Contract Society Ltd., for execution on nomination basis as following the usual procedures.

The above instructions should be scrupulously followed and any violation or any willful disobedience of any of the instructions will result in taking action against the management of society/institutions as well as liable to restore the loss sustained by the institution because of non adherence of the above instructions.

The instructions should be read in the ensuing board meeting and recorded in the resolution.

.

The receipt of the circular should be acknowledged.

G. RANGANATHAN
REGISTRAR OF CO-OPERATIVE SOCIETIES

\$ILwTj Jiw
GJrNrhp

GJrNrhp 2.11.2007

Rwwwf i f

nghUs: gujk \$ILwT tIL trjp rqqfqs - cWggdHfSfFf
fhy kid xJffL nratJ njhIHghd cg tjjfis VwgLjjp
gjjthshd xgGjiyg ngw NfhUtJ - njhIHghf

gujk \$ILwT tIL trjp rqqfqs "kid xJffL nratJ njhIHghd
cg tjjfis" VwgLjjp gjjthshd xgGjiyg ngwhky fhy kidfis xJffL
nratjhy FiwghLfs VwgLtjhf , jJiwa d ftdjjwF njhatUfWJ.

midjJ gujk \$ILwT tIL trjp rqqfqs d cWggdHfs d eyd
fUjp kid xJffL rkgejkhd xNu khjphahd cg tjjfis cUthff
mjdbggilay kidfis xJffL nratJ mtrakhfWJ. MfNt> midjJ
gujk \$ILwT tIL trjp rqqfSk> GJit tIL trjp , izajjyUeJ
kid xJffL rkgejkhd khjph cg tjjfisg ngwW mjdbggilay jqfsJ
rqfjjwF cgtjjfis VwgLjjp gjjthshd xgGjiy ngwWf nfhsS khW
, jd%yk mwTWjjggLfWJ.

VwfdNt kid xJffL rkgejkhd cg tjjfSfF xgGjiy ngwW
, UejhYk \$I kid xJfflbwfhd khjph cgtjjfsdgb xILnkhjj cg tjj
jpUjjk nraJ gjjthshd xgGjiyg ngwW nfhsS khW , jd%yk
NfILfnfhs sggLfWJ.

**rD. KUNfrd
J i z ggj,thsH (tIL trjp)**

**SUBSIDIARY REGULATIONS GOVERNING THE ALLOTMENT OF PLOTS
FRAMED UNDER BYE-LAW NO..... OF THE BYE-LAWS OF
THE _____ CO-OPERATIVE HOUSING SOCIETY LIMITED NO. _____**

SHORT TITLE, COMMENCEMENT AND APPLICATION

- (1) **Short Title:** These regulations may be called as the “subsidiary regulations governing the allotment of plots to members, employees and former land owners of _____ Co-operative Housing Society Limited No. _____”
- (2) **Commencement:** These regulations will come into force from the date of its approval by Registrar of Co-operative Societies, Puducherry.
- (3) **Applicability:** These regulations shall be applicable to the members, employees and former land owners of the----- Co-operative Housing Society Limited, No.P.-----

2. DEFINITIONS

In these regulations, unless the context otherwise required:-

- (1) “COMMITTEE” means the committee of management constituted as per the provisions of the bye laws of the society.
- (2) “EMPLOYEE” means a person in whole time service of the society and shall include regular and temporary employee but shall not include a part time employee or an employee employed on contract or part time basis or any other person in receipt of honorarium for the services rendered to the society.
- (3) “MEMBER” means a person, joining in application for the registration of the society and a person admitted to membership after such registration in accordance with the Act, Rules and bye laws and holds at least one share in the society.
- (4) “PLOT” means a piece of house site meant for construction of residential house.
- (5) “REGISTRAR” means the Registrar of Co-operative Societies appointed by the Government under Section 3(1) of the Puducherry Co-operative Societies Act, 1972 and shall include any other authority /authorities to whom the powers of the Registrar have been delegated by the Government of Puducherry.

(6) “REGULATIONS” means “subsidiary regulations governing the allotment of plots to members, employees and former land owners of _____ Co-operative Housing Society Limited No. P. _____.”

(7) “SOCIETY” means the _____
Co-operative Housing Society Limited. No. P. _____

3. ALLOTMENT OF PLOTS

- (1) It shall be competent for the committee to secure the land by purchase or otherwise, form suitable layouts with the approval of the Planning Authority or any other competent body and allot fully developed plots to the members for construction of residential houses:

Provided that it shall be competent for the committee to allot plots to the employees of the society, who have completed a minimum service of five (5) years in the society subject to the provisions of these regulations:

Provided further that it shall be competent for the committee to allot plot (s) to the former owner (s) of the land:

- (2) Notwithstanding anything contained in the regulations it shall be competent for the committee to reserve any number of plot (s) for the construction of park, community hall, shopping complex, rental houses, etc., in the interest of the society.

4. ELIGIBILITY

- (1) No member or employee or former owner shall be allotted more than one plot.
- (2) No member/employee shall be eligible for being allotted with a plot if he is a person already owning a plot or house either in his name or in the name of any member of his family in _____ region.

EXPLANATION: For the purpose of this sub – clause the term ‘family’ means the spouse, children and parent of an applicant residing with and wholly dependent on him.

5. APPLICATION FOR PLOT

- (1) The society shall publish a notice in a leading newspaper with wide circulation informing the availability of plots, indicating the location of layout and inviting the members to submit application for allotment of plot. The notice shall also indicate the cost of the plot and the due date for submission of application for allotment of plot. Any changes in the due date for submission of application shall be intimated to the members by way of issuing of advertisement in the same newspaper.
- (2) Application for plot must be made in the form No. I.
- (3) The application, duly filled in, shall be submitted to the Chief Executive of the society.

6. PLOT ADVANCE

- a. **REMITTANCE:** The applicant shall deposit a minimum sum of 25% of the tentative cost of the plot of normal dimension to the society, which shall be held as “PLOT ADVANCE” by the society.
- b. **INTEREST:** The applicant shall be entitled to receive simple interest on the plot advance at a rate decided by the committee from time to time from date of remittance till the date of withdrawal or adjustment towards the cost of plot.
- c. **ADJUSTMENT:** The plot advance amount and interest accrued thereon shall be adjusted towards the cost of the plot as and when the plot is allotted by the society.

7. SENIORITY

- (1) **Maintenance of Register:** The society shall maintain a seniority register for each layout and enter in chronological order the particulars of applicant, date of receipt of application and amount deposited as plot advance. Separate seniority register shall be maintained for each layout based on the reservation policy to various categories.

- (2) **Fixation:** The date of remittance of plot advance by the applicant will be reckoned for the purpose of seniority:

Provided that if two or more persons remit the plot advance on the same day their membership seniority in the society shall be considered.

- (3) **Publication:** The society shall publish a seniority list in the notice board of the society, which shall be revised, if necessary, once in six (6) months.

8. ALLOTMENT OF PLOTS

- (1) **Offer of Allotment:** The society shall send a letter of offer of allotment, by registered post with acknowledgement due, to the addresses given in Form No. 1 or any other address given by the members in writing to all the proposed allottees who are selected strictly on seniority subject to the reservation for various categories wherein it shall specify, inter-alia, the –
- (a) location and approximate cost of the plot, and
 - (b) date line for production of document(s)/record(s) for verification.
- (2) **Acceptance by the applicant:** On receipt of the letter of allotment, if the applicant intends to purchase the plot offered by the society, on such terms and conditions specified in the letter of allotment, he shall inform his acceptance to the society, in writing, within the stipulated date line.
- (3) **Non-acceptance by the applicant:** If any of the allottee, to whom offer of allotment was sent has not responded to the offer within the stipulated date line, it shall be competent for the committee to select another applicant in the place of the said allottee according to the seniority and offer the plot to him.
- (4) **Numbering of plots:** The committee shall allot distinctive numbers to all the plots, which are proposed to be allotted.
- (5) **Notice of draw:** The society shall send a notice of draw to all the allottees, who have accepted the offer of allotment of plot, intimating the date, time and place of draw of lot.
- (6) **Method of drawal:** In the presence of the allottees, tokens containing the number in the seniority list of each allottee shall be put in a box and tokens containing the plot numbers shall be put in another box. Two tokens, one each from each box,

shall be taken out simultaneously. The allottee whose name is mentioned in the token shall be allotted the plot, bearing the number mentioned in the other token.

- (7) **Choice for particular plot:** The choice of the applicants for particular plots may be considered by the committee after lot and only if there is no competition for the same.

- (8) **Mutual exchange of plots by allottees:** Mutual exchange of plots between the allottees may be allowed by the committee.

- (9) **Remittance of plots cost and production of documents (s)/record (s):**

Every allottee shall pay the cost of the plot allotted to him and shall produce the required document(s)/record (s) within such period specified by the committee.

- (10) **Failure of remittance of plot cost and /or production of document (s)/record (s):**

If an allottee fails to remit the cost of the plot and / or to produce the required document (s) /record (s) within the stipulated time limit as specified in the allotment letter, the allotment made to him shall be liable to be cancelled by committee and the same will be re-allotted to another applicant according to the seniority list:

Provided that if an allotment is forfeited as above, the society shall delete the name of allottee from the seniority list, by giving an opportunity to the allottee to state his objections, if any in the matter.

- (11) **Bar against alienation of plot:**

No allottee shall alienate the plot allotted by the society without completing the construction of a house thereon:

Provided that if he does not require the plot he shall surrender the same to the society.

- (12) **Construction:**

Every allottee shall construct a residential house in accordance with the plan and design approved by the Planning Authority or such other competent authority.

Provided that the construction shall be commenced within a period of six (6) months from the date of allotment of the plot and shall be completed within a period of two (2) years from the date of allotment of the plot.

13) **Forfeiture and Re-issue of allotted plots:**

If an allottee fails to construct a residential house within the period stipulated in sub-clause (12) above, the committee may, after giving an opportunity to such allottee to state his objections, if any, in the matter, resume the site and re-allot it to another applicant, according to the seniority list at such rate as decided by the committee:

Provided that the cost of the plot paid by such allottee shall be paid back to him on re-allotment.

(14) **Execution of sale deed:**

The society shall execute a sale – deed for the plot allotted to the allottee on remittance of full cost of the plot allotted to him/her.

9. RESERVATION: Notwithstanding anything contained in the regulations the society shall reserve such percentage of plots as mentioned below at the time of allotment for the following categories of members and employees of the society.

- (a) **Scheduled Caste and Scheduled Tribe:** Sixteen per cent (16%) for the members belonging to Scheduled caste or Scheduled tribe.
- (b) **Ex-servicemen**
 - (1) Five per cent (5%) for the members, who are Ex-service personnel or serving personnel or their dependents.
- (c) **Physically Handicapped**
 - (1) One per cent (1%) for the members, who are blind.
 - (2) One per cent (1%) for the members, who are orthopaedically handicapped.
 - (3) One per cent (1%) for the members, who are deaf.
- (d) **Employees:** Two per cent (2%) for the employees of the society.

10. WITHDRAWAL OF PLOT ADVANCE

Applicants shall be at liberty to withdraw their application for allotment of a plot and seek refund of the advance already paid. On receipt of application, the society shall refund the plot advance amount to the member concerned along with interest accrued thereon at the rate as may be decided by the committee and shall forthwith delete his name from the seniority list.

11. INTERPRETATION

Should any doubt or dispute arise in the construction or meaning of any of these regulations, the committee shall refer the matter to the Registrar, whose opinion shall be final and binding.

12. POWER TO RELAX

Notwithstanding anything contained in these regulations, it shall be competent for the committee to modify, relax, alter or amend any of these regulations, with the prior approval of the Registrar.

FORM NO.1

Application for allotment of plot in the layout proposed to be developed at -----
----- by the ----- Co-operative Housing Society Ltd.,

- 1) Name of the member : Sex: Male/Female
- 2) Member Number :
- 3) Father's /Husband Name :
- 4) Residential address : Phone No:
- 5) Occupation :
- 6) Office address, if applicable :
- 7) Remittance of plot advance :
Date :
Receipt No :
Amount :
- 8) Whether the member belong to :
 - a) Schedule Caste / Schedule Tribe :
 - b) Ex- Serviceman :
 - c) Physically challenged :
(Specify the nature of infirmity)
 - d) Green Card Holder in
Appreciation of family planning :
 - e) Government Servant :
(Enclose Certificate)
- 9) Category under which the member
proposed to apply for the allotment : General / Reservation category.
of plot

Place:

SIGNATURE OF THE MEMBER

Date:

DECLARATION

I Thiru / Tmt ----- Member No.----- do hereby
declare that :

- a) No house or house site is owned either in my name or in the name of my wife / husband or any member of my family in the area of operation of the society.
- b) I have not availed House Building advance from the Government of Puducherry.
- c) I also agree that the society has full rights to withhold the reservation and allotment of the plot, if I do not fulfill the rules and conditions of the society.
- d) I am aware that the society has the right to cancel the allotment of plot and to proceed further as per law if the information/particulars furnished by me is found incorrect.

Place:

SIGNATURE OF THE MEMBER.

Date:

FOR OFFICE USE

Remittance of plot advance:

Date:

Receipt No:

Amount:

Seniority Assigned:-

(A) General Category.

Seniority
No.-----

(B) Reservation Category
(Specify the category)

Category -----

Seniority
No.-----

Signature of the Clerk

Signature of the Manager

**Signature of the
President/Managing Director**