

22 JUL 2020

Puducherry dated

PROCEEDINGS OF THE REGISTRAR OF COOPERATIVE SOCIETIES, PUDUCHERRY
(Issued under Section 81(1) of the Puducherry Cooperative Societies Act, 1972)

Present: Tmt. SMITHA.R, I.A.S.
Registrar of Cooperative Societies, Puducherry.

Sub: Union territory of Puducherry - Registered cooperative societies – Salary earners cooperative credit societies – Submission of monthly returns – Direction under Section 81 of the Puducherry Cooperative Societies Act, 1972 – Issued.

Read: Proceedings No.RCS/Planning/Emp.Cr./Misc/2019/286 dated 22.07.2019 of the Registrar of Cooperative Societies, Puducherry.

ORDER:

Whereas, the managements of all the salary earners cooperative credit societies, functioning in the Union territory of Puducherry, were directed, *vide reference cited*, to arrange to record and maintain their books of accounts up-to-date and to submit the Receipts and Charges (R & C) Statement and Statistical Data, on or before the 10th of every month, commencing from July, 2019;

2) AND WHEREAS, it has been brought to the notice that, some societies don't adhere the prescribed time limit while furnishing the required information;

3) AND WHEREAS, in order to ensure proper recording and maintaining of books of accounts by the societies and to safeguard the interest of the members and investors of the societies, it is decided to issue a direction to the managements of the said societies to record and maintain their books of accounts up-to-date and to submit their monthly returns.

4) In view of the above and in partial modification of the proceedings cited and in exercise of the powers conferred under Section 81 of the Puducherry Cooperative Societies Act, 1972, I hereby direct the managements of all the salary earners cooperative credit societies, functioning in Puducherry, Karaikal, Mahe and Yanam regions of the Union territory of Puducherry, to record and maintain their books of accounts up-to-date and to submit the following directly to the Deputy Registrar (Planning), either in person or through post, on or before the 10th of every month:

- Receipts and Charges (R & C) Statement of the preceding month. Such statement shall be signed by the senior-most employee of the society if the society has regular employee and countersigned by the President / Vice-President / Treasurer / Administrator of the society.
- Statistical data duly filled in the Annexure enclosed.

5) It is reiterated that, the following actions will be initiated in the event of furnishing of false statement or information or disobeying / non-compliance of this direction: -

- Suspension of the employee concerned under Section 80 of the said Act.
- Supersession of the committee of management under Section 83 of the said Act.
- Penal action under Section 147 of the said Act.



(SMITHA.R, I.A.S.)
Registrar of Cooperative Societies

Encl: Annexure

To: All the salary earners cooperative credit societies in the Union territory of Puducherry.

Copy to:

- The Deputy Registrar (Audit)
- The Deputy Registrar, Karaikal
- The Deputy Registrar, Mahe
- The Cooperative Officer, Yanam
- Web Editor, Coop. Department.
- Stock File, 2020.

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ANNEXURE

DATA at the end of the month of: _____

Name of the society : _____

(1) No. of "A" Class members:

- (a) At the beginning of the month : _____
- (b) Admitted during the month : _____
- (c) Cessation of membership during the month : _____
- (d) At the end of the month : _____

(2) Details of meeting of the committee of management:

- (a) No. of meetings held during the month : _____
- (b) Dates of meeting held : _____

(3) Details of Members' Loan Outstanding:

S. No.	Type of Loan	Loan outstanding (PRINCIPAL)				No of loan Borrowers	
		Opening Balance at the beginning of the month	Issued during the month	Recovered during the month	Closing Balance at the end of the month	At the beginning of the month	At the end of the month
		Rs.	Rs.	Rs.	Rs.		
1	MTL						
2	STL						
3							
	Total:						

(4) Details of monthly demand & recoveries made during the previous month:

- (a) Demand made : Rs. _____
- (b) Amount recovered : Rs. _____
- (c) Percentage (%) of recovery made : _____

(5) Details of employees (at the end of the month):

S. No.	Particulars	No. of employees		
		Regular	Casual	Total
1	At the beginning of the month			
2	(+) New recruitment / engagement			
3	(-) Termination from service			
4	At the end of the month			

(Employees, who work either on daily-rated basis or on monthly consolidated pay shall be termed as casual employees).

- (a) Employees' retirement age: _____
- (b) Monthly salary was paid up to the month of : _____
- (c) Whether EPF recovery is fully remitted in a separate bank account? Yes / No.



(6) Details of pendency of monetary disputes & execution petitions:

- a) No. of monetary disputes (Section 84)
(Filed under Section 84 and pending) : _____
- b) No. of Execution Petitions
(Filed under Section 133 and pending) : _____

(7) Details of major assets & liabilities:

S. No.	Major Liabilities	Amount Rs.	S. No.	Major Assets	Amount Rs.
1	Members share capital		1	<u>Bank Account(s):-</u>	
2	Members Thrift deposit			(a) Saving Account(s)	
3	<u>Loans & Deposits:-</u>			(b) Current Account (s)	
	(a) Loan from PSCB		2	<u>Members Loan Principal: -</u>	
	(b) Loan from Others			(a) MTL - NOD	
	(c) FD (Members)			(b) MTL - OD	
	(d) FD (Coops.)			(c) STL - NOD	
	(d) RD (Members)			(d) STL - OD	
4	Non-remittance of salary deductions by the Pay Disbursement Officer(s)		3	Investments in FD: -	
				(a) With Bank	
				(b) With Coop. Societies	
Total:			Total:		

Date: _____

(Signature of the Senior-most Employee)

- / Counter-signed / -

(President / Vice-President / Treasurer / Administrator)

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