OFFICE OF THE REGISTRAR OF COOPERATIVE SOCIETIES, ODISHA, BHUBANESWAR.

Letter No. IV STS-2 -04/22

Dated. 24/5/22

To

All the Divisional Deputy Registrar of Cooperative Societies.

Sub:- List of Cooperative Societies as on 31.3.2022, instruction & guidelines regarding submission of such list.

Madam/Sir,

Enclosed please find herewith the Proforma No I to VI along with the guidelines and instructions for preparation and submission of list of Cooperative Societies for the year 2021-22. The Divisional DRCS should furnish the consolidated list of Cooperative Societies of the Division along with certificate (both by ARCS & DRCS) that the register of registration and liquidation has duly been checked and verified as on 31.03.2022. Further the status such as working/Moribund of each society should be reported properly in the status column.

You are therefore requested to prepare and submit the list of Cooperative societies of your Division as on 31.03.2022 in the enclosed Proforma-I to VI (both in hard and soft copy) to this office by 30.06.2022 positively in accordance to the guidelines and instructions issued. Further the defect noticed during compilation of list of Cooperative Societies for the year 2020-21 should be taken care off while submission of List of CS for the year 2021-22. The soft copy in Excel sheet should be sent through e-mail rcssts@gmail.com

Yours faithfully,

Memo. No.

Copy along with enclosures forwarded to all Circle ARCS for information and necessary action.

Cooperative Societies, Odisha



Memo. No.

7101

Dated.

Copy with enclosures forwarded to the Law Officer of this directorate for information and necessary action. He is requested to furnish the list of Coop. Societies registered by RCS (O) along with status, category and also societies put under liquidation to Statistics Section by 30.06.2022.

Cooperative Societies, Odisha

Memo. No.

7/02

Dated.

24/2122

Copy forwarded to JRCS(T&P)/ DRCS(Credit)/ DRCS(Marketing)/DRCS(Consumer) for information and necessary action. They are requested to furnish a detailed list of Apex CS, Central CS and state level Societies registered by RCS(O) along with their present status(Working/Moribund), membership position relating to their respective sectors to Statistics Section by 30.06.2022 positively.

Registral, Societies, Odisha

## Guidelines and instructions for preparation of List of Cooperative Societies.

- Registers for registration of Society, liquidation of Society must be updated as on 31/3/2022. It should be duly checked & signed by concerned ARCS & DRCS.
- 2. List of CS should be prepared based on that updated & verified position of societies in record as on 31/3/2022.
- 3. Format for list of CS for 2021-22 contains 6 broad categories.
  - i) List of Central Society (Credit/ Non- Credit) (Proforma- I).
  - ii) List of Primary Agricultural Credit Societies (PACS/LAMPCS/FSCS) (Proforma- II)
  - iii) List of CS with classification of Credit & Non-Credit Primary Societies (Proforma- III)
  - iv) List of liquidated(under liquidation) Societies (Proforma- IV)
  - v) List of OSHC 2001 Act (Repealed) converted to 1962 Act. (Proforma-V)
  - vi) List of Dormant/Moribund Cooperative Societies for the last 3 years and above (Proforma-VI)
- 4. The present status of Society is very important information. It should not be entered without proper verification. Many Societies reported to be functional are actually found moribund. While entering the status of the society, Inspection or Audit Report should be referred as the primary source of information in the matter. Working status of society must be supported by Receipt & Expenditure statements, other financial statement for the related year.
- 5. You are also instructed to mention specifically the details of newly registered society (Proforma-I,II,III) and society whose registration No. has been cancelled should be reported in Proforma-IV.
- 6. The societies registered by RCS(O)other than Apex CS whose headquarter lies in the area of operation of the circles should also find a place in the list of CS submitted by circles with a remark in the Regd. Authority Column as RCS.
- 7. List of CS submitted by ARCSs to Divisional DRCS should contain a certificate that related registers have been updated, verified and signed by concerned ARCS. Similarly,

He

Divisional DRCS should certify the facts as mentioned above with respect to records maintained in his Division while transmitting the same to the Directorate.

- 8. List of cooperative societies should give clear picture about Registering Authority.
  The basic premise of compilation of list of cooperatives is that, it is compiled based on societies registered by particular registering authority (RCS/Divisional DRCS/Circle ARCS). It needs to be kept in mind while reporting list of cooperatives.
- 9. In some cases, after reorganization of circles and divisions, Registration records have been transferred to concerned ARCS or DRCS having area of jurisdiction after such reorganization. List of societies furnished by new circles and divisions should take cognizance of such societies, the records of which have been transferred to them and report the same in the format accordingly.
- 10. Membership position of moribund societies should not be left blank. The same should be entered basing on the last audit /Inspection Report available, if present position could not be ascertained.
- 11. Contact number and e-mail Id of the societies along with complete postal address should be provided in the address column of Proforma-I,II ,III and V.
- 12. The dealing SARCS/ICS of the Divisions and Circles will be asked to attend this office with records of registration and liquidation in case of Major Discrepancies noticed in the list of CS submitted by them.
- 13. The updated mobile number along with the name of the Chief Executives of PACS/LAMPCS/FSCS should be provided in Proforma –II of the list of CS.
- 14. The newly registered Coop Societies and societies put under liquidation during the period 2022-23 should be immediately reported to the Deputy Director, Statistics 25

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Proforma - I

	SI.No
Part B	Name of the CS
CCB Other CS (Specify) Non Credit	Category
	District
	District Division
	Circle
	Name of the Full Postal Block/Urb Address with E-mail Number/Mob an Local PIN code Bodies
	E-mail
	le Regd.No/
	Regd. Authority(RCS/ (Working/M DRCS/ARCS) oribond)
	Status (Working/M oribond)
	Total Membership
	Sch.Caste
	Sch.Tribe Out of which
	OBC of whi
	Gen S

Proforma - II

t of Primary Agrl. Credit Coop. Societies(PACS/LAMPCS/FSCS) as on 31.03.2022

	SI.No	
	Name of ACS/LAMP the CS CS/FSCS)	
	Distric	
	District Division Circle	
	n Circle	
	of the Block/ Urban Local Bodies	
	Affiliated to DCCB	
	Branch name of DCCB	
	Full Postal Address with PIN Code	
	E-mail	
	Name of the Secretary, MD	
	Nobile	
	Name of the Status ty(RCS/ Secretary/ Mobile Regd.No/ (Working/ DRCS/A MD No Date Moribond) RCS)	
	Status (Working/ Moribond)	
	Authori ty(RCS/ DRCS/A ) RCS)	Regd.
	Total Membership	
	Sch.Caste	
	Sch.Tribe	
	OBC Gen	

List of Primary Coop. Societies as on 31.03.2022 (except PACS/LAMPCS/FSCS) Proforma - III

								Part-B				Part-A	SI.No
													Name of the CS
Other Non- Agrl.	Other Agrl. CS*	Fruit & Vegitable CS	Women CS	Store/Stdent Store	PRY. Consumer	MPCS	нвсѕ	Non Credit	ECS & Cr. CS	Urban Bank	CARD Bank	Credit	Category
		10											District
													Division
													Circle
													Block/ Urban Local Bodies
													Postal
													E-mail
													Contact Number/ Mobile Number
													Regd.No/ Date
													Status (Working/ Moribond)
													Regd. Authority( RCS/DRCS/ Ship ARCS)
													Total Member ship
						8							Sch.Caste
													Sch.Tribe
-													Sch.Tribe OBC Gen
													Gen
													Women

<sup>\*</sup> Other Agrl. Societies such as Betel society, Farming society, Coconut society etc. to be specifically i

<sup>\*</sup> Other Non Agril. Societies such as Medicine CS, Transport CS, Film CS, Tourism CS etc.to be specifically mentioned

**PROFORMA IV** 

## List of Liquidated (Under liquidation)Societies as on 31.03.2022

					SI.No
					Name of the CS
					Category
					District
					Division
					Circle
					ategory District Division Circle Local Bodies
					Regd.No/ Date
					Liquidation order No. & Date
					Cancellation of Regd. No/ Dt

**PROFORMA V** 

OSHC Act 2001 (repealed) and converted to 1962 Act as on 31.03.2022

		Part A	SI.No
			Name of the CS
Non		Credit	Category District Division Circle
			District
			Division
			Circle
			Name of Block/U rban Local Bodies
			Name of Category District Division Circle the CS Category District Division Circle Bodies Category District Division Circle Local the CS Category District Division Circle Local Bodies Contact Full Postal PlN code Number Contact Regd. State Contact Number/ Regd.No/ Authority( (Working Number ARCS/DRCS Oribut Number) ARCS)
			E-mail
			Contact Number/ Mobile Number
			Regd.No/ Date
			Regd. r/ Regd.No/ Authority( (Working/M Member er /ARCS)  RCS/DRCS oribond) ship 5
			Status (Working/M oribond)
			Total Member ship
			SC Out of which
			OBC of
			Gen high
			Women

## **PROFORMA VI**

## (Details of Dormant/Moribond Societies out of Proforma I, II, III & V)

List of Dormant/Moribond Cooperative Societies for the last 3 years and above as on 31.03.2022

		SI.No
		Name of the CS
		Category*
	THE SAME THE	Regd.No/ Date
		Regd. Authority ( RCS/DRCS/ARCS)
		Division/Circle
		Block/Urban Local Bodies
		Postal Address
		Name of the custodian of the records and address
		Contact Number of the custodian of records
		Year of last Audit
		Date of last election
	The same of	Year of last inspection
		Name of the MIC/Administrator at present

The information pertaining to this Table should be provided relating those societies which are not functioning since last 3 years and above and where Inspection and Audit has not been made for the last 3 years and above \* Category implies PACS/LAMPCS/FSCS/Credit CS/MPCS/WMPCS/WCS/ECS/HBCE/RCMS/Women/Bettle/writers/Transport/Student/Fruit & Veg/Others specify