No.R-11017/83/2016-L&M
Government of India
Ministry of Agriculture & Farmers Welfare
Department of Agriculture, Cooperation & Farmers Welfare
(Office of the Central Registrar of Cooperative Societies)

Krishi Bhawan, New Delhi
Date: 01 .12.2016

To,

The Chief Executive,
Multi State Cooperative Societies,
All States/UTs.

Sub: Obtaining prior approval of Central Registrar for opening of a new branch/es or place/s of business of a multi State cooperative societies – reg.

Sir,

I am directed to refer to the above subject and to say that as per Rule 8 (4) of the MSCS Rules 2002, for opening of branch/branches in any place in India, approval of the Central Registrar is required. It is therefore, advised those multi State cooperative societies who are interested to open the branches requested to furnish the following documents for the same :-

1) Reasons for necessity for opening the new branches of the society.
2) A declaration by the society that there is no complaint against the society regarding non-payment of deposits to the depositors/members including other irregularities.
3) A resolution passed in the AGM/special general meeting of general body of the society in this regard.
4) Total number of members of the society state-wise including break-up for regular members and nominal members for the last 3 years.
5) Total branch-wise deposits collected by the society from the regular and nominal members separately for the last 3 years.
6) Total number of branches and their addresses along with details of business done by these branches for the last 3 years.
7) Details about investment of deposits collected from the members for the last 3 years.
8) Whether the society is in profit or loss.
9) Audited statements of accounts for the last 3 years.
10) The date of holding election to the Board for the last 2 terms alongwith the date of holding elections to the present Board. Detailed proceedings of the Returning Officer to be enclosed alongwith the proposal.
11) Date and documents relating to Annual General Body meeting held for the last 3 years.
12) Copies of the returns filed u/s 120 of the MSCS Act, 2002 for the last 3 years.

This issues with the approval of Central Registrar of Cooperative Societies.

Yours faithfully,

P. Sampath

(P. Sampath) 1/12/16
Director (Co-operation)