

Share, loan. Subsidy.
Wholesale Store & Federation DR (Co-op)

GOVERNMENT OF KERALA

Abstract

Co-operation - Scheme for the Development of Consumer Co-operatives in Urban area pattern of Assistance and guidelines for submission of proposals - Rules - approved orders issued.

CO-OPERATION (B) DEPARTMENT

G.O.:(MS) No. 40/95/Co-op. Dated, Thiruvananthapuram, 10.3.1995

Read:- 1. Letter No.0-11011/8/86/CPD dated, 19.1.1987 from Government of India.
2. Letter No. CS(1)1411/92/dated, 21.2.1995, from the Registrar of Co-operative Societies.

ORDER

With a view to provide financial support for the development of consumer co-operatives in urban area, Government of India formulated under which 100 % assistance was given by Government of India to consumer co-operatives and the scheme was implemented from 1973-74 onwards and it was in existence upto 1992-'93 from 1993-94 it stands transferred to state sector and further financial support is to be given by State Government, so it is decided that the financial assistance so far provided by Government of India under Centrally sponsored scheme for the development of consumer co-operatives will be continued under state plan hereafter with certain modification.

2. The Registrar of co-operative societies in his letter read as 2nd paper above has now forwarded a revised scheme for the development of consumer co-operatives in Urban areas with the modification to the effect that the subsidy component for the purchase of furniture and fixtures has been converted as loan.

3. Government have examined the proposal in detail and are pleased to approve the scheme, for development of consumer co-operatives in urban areas under State Plan schemes.

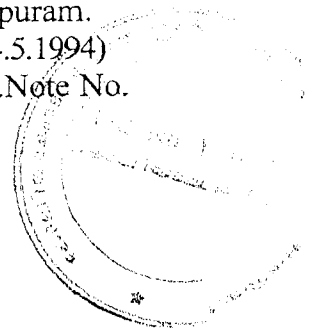
The payment of this grant shall be in accordance with the rules appended to this order.

By Order of the Governor,
C.J. Mary.
Joint Secretary.

To

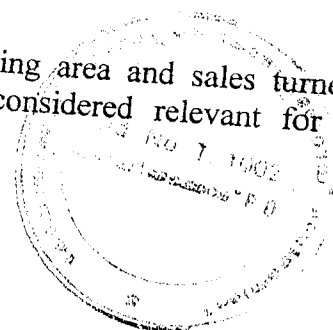
1. The Registrar of Co-operative Societies, Thiruvananthapuram.
2. All Joint Registrar of Co-operative Societies.
3. The Accountant General Kerala (A&E)/(Audit), Thiruvananthapuram.
4. The Finance Department (vide U.O.Note No.2423/ANC1/94/Fin. dt.4.5.1994)
5. The Planning and Economic Affairs (A) Department (vide U.O.Note No. 882/A1/94/Plg. dated, 1.3.94)
6. P.S. to Minister (Co-op.)
7. C.A. to Secretary/Joint Secretary (Co-op.)
8. All Section of Co-operation Department.
9. The Director of Public Relations for publication.
10. Stock file/Office copy.

Forwarded/By Order



STATE PLAN SCHEME FOR THE DEVELOPMENT OF CONSUMER CO-
OPERATIVE IN URBAN AREAS PATTERN OF ASSISTANCE AND
GUIDELINES FOR SUBMISSION OF PROPOSAL – REGARDING.

1. With a view to provide financial support for the development of consumer co-operatives in urban area, Government of India, formulated a scheme under which 100% assistance was given by Government of India to consumer co-operatives and the scheme was implemented from 1973-74 onwards and it was in existence upto 1992-93. From 93-94 it stands transferred to state sector and further financial support is to be given by state Government of Kerala. So it is decided that the financial assistance so far provided by Government of India under the centrally sponsored scheme for the development of consumer cooperative will be continued under state plan hereafter with certain modifications.
2. The scope of the scheme will be selective and extended only to the following.
 1. Setting up of New Retail outlets by consumer cooperative Store in Urban/Semi Urban areas:-
 - a. Department Store
 - b. Large sized Retail outlets
 - c. Small sized retail outlets.
3. The pattern of financial assistance and broad guidelines are indicated in annexure I. Release of funds will be related to the actual needs of each project on the basis of a realistic assessment. The quantum of assistance for each project will be determined by Government of Kerala.
4. The Institution selected for assistance under the scheme would be those which interalia fulfil the following requirements.
 - a. The consumers co-operative Institutions recommended for the assistance under this scheme should be potentially viable.
 - b. If in a particular area the wholesale/central store is defunct or has sustained huge losses, strong and viable primary consumer cooperatives functioning in the area, may be selected to set up department store/retail outlets under the scheme. If this is not feasible, the state cooperative consumer Federation may set up as a temporary measure; department store retail outlet in such places. But in no case State Federation may be allowed to open retail outlets in the areas where good central wholesale store or a primary cooperative consumer store is already functioning. In respect of the proposal for opening the department store/retail outlets by the state Federation, full justification of the same should be given.
 - c. The financial assistance will be related to the selling area and sales turnover envisaged in the scheme as well as other factors considered relevant for the development of consumer cooperatives.



d. Preference will be given in the case of societies whose individual/or institutional members contribution have matched at least 20% contribution already made by Government. This proportion should progressively increase in respect of societies coming up for any assistance for opening additional retail outlets.

e. Preference will be given for opening such retail outlets in uncovered areas and the semi urban area.

f. High priority will be given for societies proposing for setting up of retail outlets which along with the fair price shops deal in other essential consumer items, like groceries, edible oils, soaps, utensils, etc. side by side in order to run as viable units.

5. The consumer co-operative Institutions seeking assistance will draw up project proposal on the lines indicated in Annexure-II and submit the same through the Joint Registrar concerned to the Registrar of Co-operative Societies for sanction by Government/Registrar of Co-operative Societies. Government will be the sanctioning authority in the case of LSRO and Department Store. Financial assistance for setting up of SSRO will be sanctioned by Registrar of Co-operative Societies himself after scrutiny.

6. Each proposal should be accompanied with the following documents.

i. Complete project report in accordance with the guidelines in Annexure II.

ii. Resolution passed by the managing committee of the concerned society on the lines given in the Annexure III.

iii. Accounts including trading, profit and loss account and balance sheet of the concerned society for the last three years, of which at least one years accounts should be audited.

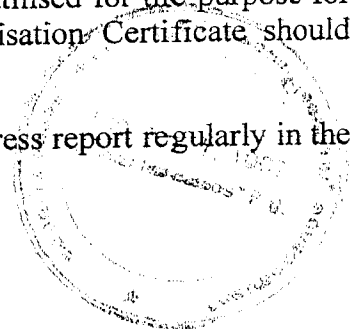
iv. A map of the area of operation of the society indicating the existing outlets and proposed outlets should be given.

v. If rented building, consent of the owner should be furnished.

7. Further, to ensure that the funds sanctioned under the scheme have been utilised for the purpose for which they are sanctioned and for effective implementation of the projects assisted under the scheme, the following steps should be taken by the Joint Registrar of the District concerned.

a. The assisted institution should submit a utilisation certificate to the Registrar of Cooperative Societies indicating that the funds have been utilised for the purpose for which these have been sanctioned. A copy of the Utilisation Certificate should invariably be enclosed to State Government.

b. The recipient institution should furnish a quarterly progress report regularly in the proforma given in Annexure IV.



ANNEXURE – I

Pattern of financial assistance proposal for Development of Consumer Co-operative under State Plan Expansion Programme

1. Setting up of a New Retail Outlets by Consumer Co-operative Stores:-

A. Department Stores:-

Only strong and viable State Federation/Whole sale/ Primary Consumer Store will be assisted to open department store in areas which have not yet been covered and have the potentiality for development of a Department store. The new Department Store will be provided with assistance as under.

I. Towns having a population ranging from 1 lakh and upto 3 lakhs

a. Selling area (minimum)	-	1500 Sq.Ft.
b. Expected annual sales turnover	-	30 lakhs
c. <u>Financial Assistance:-</u>		
1. Share Capital	-	3,00,000/-
2. Loan for furniture & Fixtures	-	1,20,000/-
3. Managerial subsidy	-	30,000/-

Total - 4,50,000/-

The quantum of financial assistance is co-related to the selling area subject to the maximum for 3000 Sq.ft. and further subject to the condition that the size of the department store conforms to the size of population of less than 1 lakh, having good potential for viable working department stores may be considered as exceptional cases on merit.

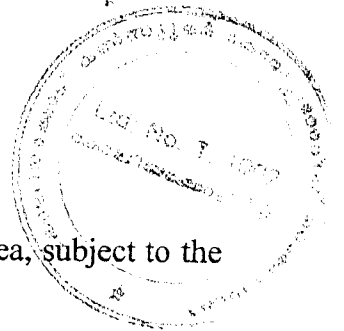
II. Town with population 3 lakhs and above upto 8 lakhs

a. Selling area	-	3000 Sq.Ft.
b. Annual sales turnover	-	60 lakhs
c. <u>Financial Assistance:-</u>		
1. Share Capital	-	6,00,000/-
2. Loan for furniture & Fixtures	-	2,00,000/-
3. Managerial subsidy	-	50,000/-

Total - 8,50,000/-

The quantum of financial assistance is co-related to the selling area, subject to the maximum of 6,000 Sq.ft.

The selling space is more than the selling area prescribed, Financial assistance will be increased proportionately and vice versa depending on merits of each case.



Financial assistance upto Rs. 2 lakhs may be provided for expansion of the existing Department store according to the addition of New floor area and also for introduction of self service system keeping in view of population covered by the store and the potential for growth of sales.

B. Large sized Retail outlets:-

Large sized outlets can be set up in any town or a city by State Federation/wholesale/ Central Store/Primary store according to the needs on the following pattern.

a. Selling area	-	800 Sq.Ft.
b. Expected annual sales turnover	-	12.00 lakhs
c. <u>Financial Assistance:-</u>		
1. Share Capital	-	90,000/-
2. Loan for furniture & Fixtures	-	35,000/-
3. Managerial subsidy	-	10,000/-

Total	-	<u><u>1,35,000/-</u></u>

Small sized Retail outlets:-

The wholesale/Primary consumer co-operative stores including employees consumer co-operative stores will be assisted to open small branch to meet the needs of industrial, factory workers/labour, Low income group/backward class and other residential area where there is scheduled castes/Tribes etc., The minimum selling area for such a unit should be 200 feet. The initial expected annual sales turnover should be around of 5.00 lakhs. The pattern of assistance will be as under.

a. Share Capital	-	45,000/-
b. Loan for furniture & Fixtures	-	10,000/-
c. Managerial subsidy	-	5,000/-

Total	-	<u><u>60,000/-</u></u>

President

[Signature]

Vice President

[Signature]

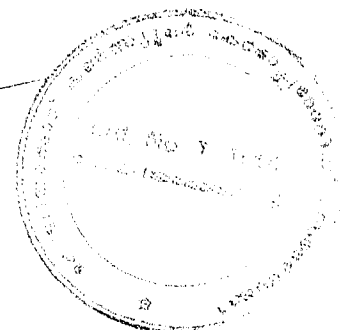
Secretary

[Signature]

Board Members

1. P.Krishnan Nair
2. M.S. Sreevalsan
3. A. Bahulayan Nair
4. Divakaran Nair

[Signatures]



P R O F O R M A

Quarterly report to be furnished by institutions assisted under the scheme for
Consumer cooperatives having growth potential.

1. Name of the Society
2. Particulars of the Project
(Date from which the project started)
3. Financial assistance received from the Govt.
for the project and date of receipt.
 - a. Share Capital
 - b. Loan for furniture & fittings etc.
 - c. Managerial subsidy

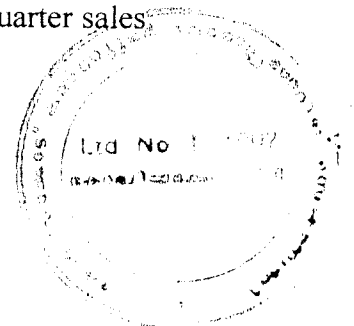
Total:

4. When the assistance has been received
5. Borrowing from the Bank
 - a. Clean credit loan
 - b. Other loan (Pledge/Hypothecation etc.)
6. Progress in the implementation of the project.
 - a. Accommodation secured
(Location, address)
 - i. Area in sq.ft.
Total area
Selling area
Storage
Office
 - ii. Has layout and display been completed according to the by the Architect
 - b. Name of the sections/Departments and lines of business started.

Target under the project

Actual for the
quarter sales

Total upto the end of the
quarter sales



Sales:

- i. Various units assisted
- ii. Gross profit earned
- iii. Society as a whole
- iv. Net profit/loss
(in case of loss the steps taken to rectify the situation needs to be indicated)

6. Working results for the quarter
(Attach Trading and Profit and loss Account for the quarter)

7. Employment:

Category	Target fixed under the project year	No. of persons who have received training in the area of work.
1	2	3
i. Graduates		
ii. Under graduates and Matriculates		
iii. Technically qualified		
iv. Others (Helpers etc.)		
Grand Total		

8. Stock verification and results:
- a. Date of last stock verification
 - b. Shortages/excess found
 - c. Value of shortages recovered
 - d. Other action taken

9. General remarks:

(Mention special features, achievements, taken/contemplated for improvement/expansion etc.)

difficulties, measures

President

Vice President

Board Members

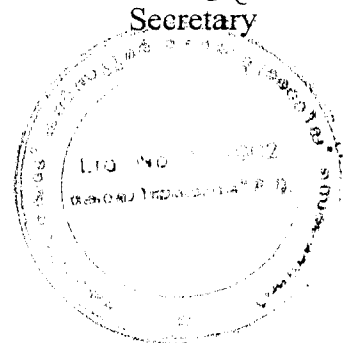
1. P.Krishnan Nair

2. M.S. Sreevalsan

3. A. Bahulayan Nair

4. Divakaran Nair

Secretary



Rules for the Grant of Financial Assistance to the Kerala State Co-operative Consumer Federation, Wholesale Stores and Primary Co-operative Stores for opening Department Stores/Large sized Retail outlets and small sized Retail outlets

1. The Kerala State Co-operative Consumers Federation, the District wholesale Co-operative Consumer Stores and Primary Co-operative Stores selected for the purpose will be eligible for the following types of financial assistance from Government for the purpose of establishing large sized retail outlets:-

- i. Share Capital
- ii. Loan for the purchase of furniture fixtures fittings etc.
- iii. Managerial subsidy.

2. Only the wholesale Co-operative Consumer Stores and the Primary Consumer Co-operative stores selected by Registrar of Cooperative Societies for setting up SSRO in places selected by the Registrar of cooperative societies and only the primary stores/wholesale co-operative Consumer Stores/Federation selected by the Government for setting up L.S.R.Os/ Dept. Stores in place selected by the Government will be eligible for the assistance.

3. The Federation/The Wholesale Stores/Primary Co-operative Stores receiving the assistance under these rules shall abide by such of the condition, rules regulations, business, practices etc. as laid down by the Registrar and the circular instructions issued by the Registrar of Co-operative Societies from time to time.

4. The maximum assistance that may be granted to the KSCCF/Wholesale Co-operative Store/Primary Co-operative Store under each category will be as follows:-

1. Department Store:-

a. Shop area at 1500 sq.ft. and above

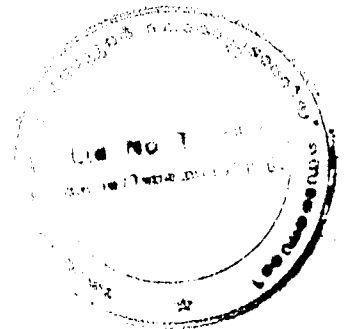
Share Capital	:	Rs. 3,00,000/-
Loan for furniture and fixtures	:	Rs. 1,20,000/-
Managerial subsidy	:	Rs. 30,000/-

Total		Rs. 4,50,000/-
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b. Shop area at 3000 sq.ft. and above

Share Capital	:	Rs. 6,00,000/-
Loan for furniture and fixtures	:	Rs. 2,00,000/-
Managerial subsidy	:	Rs. 50,000/-

Total		Rs. 8,50,000/-
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ii. Large sized Retail outlet	
Shop area at 800 sq.ft. and above	
Share Capital	: Rs. 90,000/-
Loan for furniture and fixture	: Rs. 35,000/-
Managerial subsidy	: Rs. 10,000/-

Total	Rs. 1,35,000/-
=====	

Small sized retail outlets	
Shop area at 200 sq.ft. and above	
Share Capital	: Rs. 45,000/-
Loan for furniture and fixtures	: Rs. 10,000/-
Managerial subsidy	: Rs. 5,000/-

Total	Rs. 60,000/-
=====	

5. The stores selected for the above assistance will be eligible for such assistance as is sanctioned by the Government from time to time.
6. The payment of share capital contribution to the KSCCF/selected Dist. Wholesale Stores/Primary consumer Co-operative stores will be on ad-hoc-basis subject to condition stipulated in Appendix I of these rules.
7. The payment of loan cum-subsidy for furniture, fixtures, fittings etc. will be subject to the conditions stipulated in Appendix II to those rules.
8. The payment of managerial subsidy will be subject to the conditions stipulated in Appendix III to the rules.

President

[Signature]

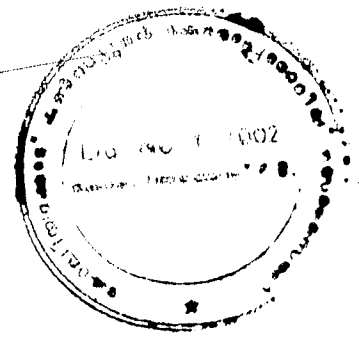
Vice President

Secretary

[Signature]

Board Members

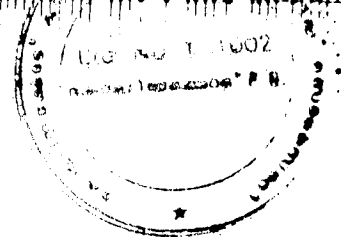
1. P.Krishnan Nair *[Signature]*
2. M.S. Sreevalsan *[Signature]*
3. A. Bahulayan Nair *[Signature]*
4. Divakaran Nair AC *[Signature]*



APPENDIX - I

Conditions regarding payment of share contribution for setting up of Department Stores/Large sized Retail outlets/small sized Retail outlet.

1. A consumer Co-operative stores (wholesale or Primary Stores) obtaining Government assistance under these rules shall amend its bye-law in such manner, adopt such business practices and maintain such records and books of accounts as the Registrar may, from time to time, direct.
2. The application for Government assistance under these rules shall be made in Form A-1 and forwarded to the Registrar of Co-operative Societies through the Joint Registrar concerned. It shall be supported by a resolution of the Managing Committee of the store and agreeing to abide by these rules and the instructions issued by the Registrar of Co-operative Societies from time to time.
3. The Registrar of Co-operative societies will be competent to sanction Government contribution to SSRO and Govt. will be competent to sanction Government contribution LSRO and Department Stores under the rules subject to the availability of funds in the budget. The assistance shall also be subject to such terms and conditions as the Registrar of Co-operative Societies /Govt. may specify in the order sanctioning the amount.
4. The amount sanctioned shall be drawn by an officer of the store duly authorised for this purpose by the Board of Directors of the store in a bill countersigned by the Joint Registrar of co-op. Societies of the district concerned.
5. The President, the Secretary and all the members of the Committee of the Store shall be jointly and severally responsible for the proper spending of the contribution.
6. The store shall forward to the Joint Registrar a printed share certificate in favour of the Governor of Kerala within one month of the encasement of the Bill.
7. The store should agree not to refund any share of individual society members unless the ratio of shares contributed by them to the share contributed by the Govt. exceeds 1:1 (i.e the balance of total share capital) (including Governments share contribution) remaining after such refund, shall not be less than twice the share contribution made by the Government.
8. The Government contribution towards the share capital of the store under these rules will be for a period of 15 years repayable in 10 equal annual instalments, payment of first instalment commencing from the 5th year of the grant the contribution and the subsequent instalments on the corresponding date during the succeeding years. If the store make default in repayment of any instalment the entire amount mentioned will be recoverable in lump.



9. Notwithstanding anything contained in these rules or in the byelaws of the store, it shall be open to the Government or the Registrar of Co-operative Societies to withdraw at the time the whole or any portion of the Government shares in the case the store will be liable to refund to Government the of the share so withdrawn.

10. The dividend accruing on the share capital contribution by the Government shall be remitted in the Treasury within one month after the declaration of the dividend by the General Body of the store.

11. The store receiving Government assistance under the rules shall execute an agreement in Form A-2 appended to these rules. The agreement shall be signed on behalf of the society by the President of the Board of Directors and at least by one other Director and by the Secretary of the store.

12. The powers and functions of the Registrar mentioned in these rules shall be exercisable also by any other official of the co-operative Department authorised by the Registrar in this behalf.

13. All records, accounts, godowns, stores, etc. of the co-operative Stores should be open for inspection from time to time by the officers of the Co-operative Department for any other person authorised by Government in this behalf.

14. The Joint Registrar of Co-operative societies of the District shall watch the proper utilisation of the amount. He shall also be responsible for maintaining the accounts with regard to the disbursement and repayment of share capital.

15. The Government may, by order and for reasons to be stated exempt any store or class of stores from any of the provisions contained in these rules.

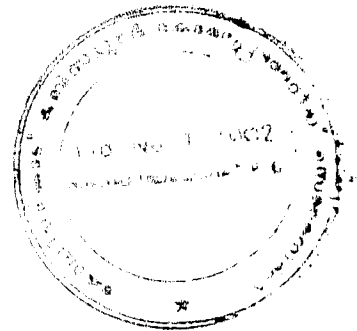
President

Vice President

Secretary

Board Members

1. P. Krishnan Nair
2. M.S. Sreevalsan
3. A. Bahulayan Nair
4. Divakaran Nair AC



FORM A - 1
APPLICATION FOR SHARE CAPITAL CONTRIBUTION FOR SETTING UP OF
LARGE SIZED RETAIL OUTLETS/DEPT. STORE/SMALL SIZED RETAIL OUTLET

From

The Secretary
Koliyakodu Consumer Co-operative Society Ltd. No. T. 1002
Koliyakodu - P.O., Venjaramoodu,
Trivandrum - 695607.
Nedumangadu Taluk,
Trivandrum District.

To

The Registrar of co-op. Societies
Kerala, Trivandrum.
(Through the Joint Registrar of co-operative Societies)

Sir,

We submit herewith an application for share capital contribution of **Rs.600000.00** (**Rs. Six lakhs only**) from Government repayable in 10 (ten) equal annual instalments, the first instalment commencing from the sixth year of the grant of the contribution. We also enclose herewith a copy of the agreement to be executed by the stores with Government of Kerala, when the share capital is sanctioned. The amount is required for the setting up of the **Department Store** at **Koliyakodu** we hereby undertake to abide by the rules for the grant of such assistance and to furnish such informations as you may require in connection with the grant of the share contribution.

The amount drawn will be deposited by us in public account in local treasury/District Co-operative Bank concerned in a separate account in the name of the stores to be drawn with the sanction of the Joint Registrar.

Yours faithfully,

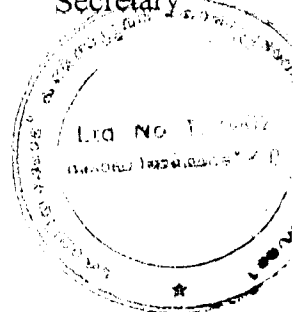
President

Vice President

Board Members

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4. Divakaran Nair

Secretary



FORM A - 2

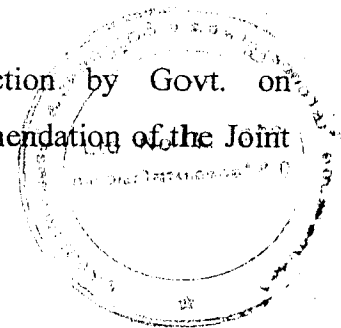
This agreement is executed on this the day ofbetween the a society registered under the Act having registered office at(herein ater referred to as "the society") of the one party and the Governor of Kerala (Hereinafter referred to as the "Govt.") of the other part.

WHEREAS, the society has applied to the Government for financial assistance by way of share capital by the State for setting up of Dept. Store/LSRO, SSRO by the society to the KSCCF, wholesale co-operative consumer stores and Primary Co-operative stores for opening Dept. Store, LSRO, SSRO (hereinafter referred to as the "Rules").

AND WHEREAS the Government have agreed to the participation in the share capital of the society subject to the conditions contained in the Rules and those hereinafter approved.

NOW, THESE PRESENTS WITNESS AS Follows:-

1. The amount of Rs..... (Rupeesonly) contributed to the society shall be utilised only for the purpose of consumer activities.
2. The society agrees to and shall abide by all the terms and conditions contained in the Rules, a copy of which is herewith appended which shall form part of this agreement.
3. In case the society commits breach of all or any of the terms and conditions herein contained or those contained in the Rules the entire amount advanced shall become repayable in lump at once and the society shall pay the same.
4. The Government contribution towards the share capital under these Rules will be for a period of 15 years, repayable in ten equal annual instalments, the first instalment commencing from the sixth year of the grant of the contribution and the subsequent instalments on the corresponding dates on every subsequent year.
5. Application for Government participation in the share capital shall be submitted to the Registrar as laid down in rule 2 of Appendix - 1.
6. The application for Dept. store/LSRO will be sanction by Govt. on recommendation of RCS/SSRO by the Registrar on the recommendation of the Joint Registrar of Co-operative societies.



7. The share capital contribution sanctioned shall be drawn and disbursed to the society by the Joint Registrar of the District who shall obtain and forward to Registrar a share certificate issued by the society for the Government contribution its shares.

8. The share contribution received under these rules shall be applied only for setting up retail shops.

9. The society agrees not to refund any share of individual/society members unless the ratio of the share contributed by Government exceeds 1:1. In case shall be share capital contribution by the members be less than half the share capital contributed by Government. Refund of shares shall be made only after getting the sanction of the Joint Registrar concerned.

10. All sums found due to the Government under or by virtue of this agreement shall be recoverable from the society and its assets movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as if such sums are arrears of land revenue or in such other manner as the Government may deem fit.

In witness whereof Shri/Smt..... for and behalf of the society and Shri/Smt..... for and on behalf of the Government have hereunto set their hands and affix the seal of the society on the day and year first above written signed by Shri/Smt.....

In the presence of witnesses:

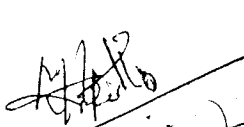
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- 2.

Signed by Shri/Smt.....

In the presence of witness:-

- 1.

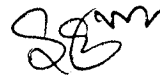
President



Vice President



Secretary



Board Members

1. P.Krishnan Nair
2. M.S. Sreevalsan
3. A. Bahulayan Nair
4. Divakaran Nair



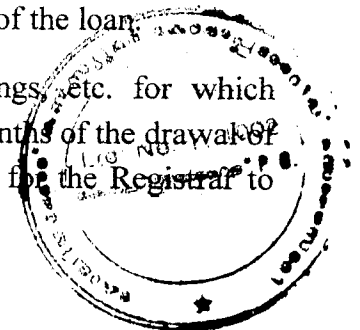
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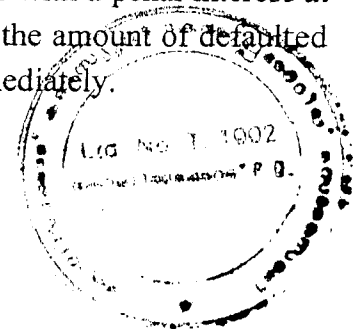
APPENDIX – II

Conditions regarding payment of loan for Dept. Stores/LSRO/SSRO.

1. The application for the assistance for furniture, fixture fittings etc. shall be submitted in duplicate to the Registrar of Co-op. Societies through the Joint Registrar concerned. The application shall be made in Form B appended to these rules. The eligibility of the store for such assistance, its repaying capacity etc. shall be reported by the Joint Registrar of Co-op. Societies while recommending the application.
2. The application accompanied by:-
 - a) An attested copy of the resolution of the Committee of the store requesting for the assistance and agreeing to abide by all the conditions prescribed in the rules and the instruction issued by the Registrar from time to time.
 - b) A list of the items of equipments, furniture, fixtures etc., for which assistance is applied for; and
 - c) Such other documents as may be prescribed by the Registrar from time to time.
3. The Registrar of co-op. Societies may sanction the financial assistance to the SSRO & Govt. may sanction the financial assistance to LSRO & Dept. Store under these Rules, subject to the availability of funds and subject to the terms and conditions Registrar/Govt. may fix for the purpose.
4. The equipment, fixtures, fittings, furniture etc., acquired with the assistance shall remain the property of Government until the entire loan with interest is repaid and the provisions in the rules are fully complied with.
5. The store shall execute an agreement given in form B appended to the Rules. The agreement shall be signed on behalf of the society by the President and the Board of Directors and, atleast by one other Director and by the Secretary of the store. The Store should also execute a hypothecation deed hypothecating its assets movable and immovable to Government.
6. The President, the Secretary and all the members of the committee of the store shall be jointly and severally responsible for the proper spending of the loan.
7. The equipments fixtures, fittings, furniture, electrical fittings, etc. for which assistance is received shall be made or purchased within three months of the drawal of the amount from the Treasury. It shall, however be competent for the Registrar to grant extension of time up to two months for valid reasons.



8. The amounts sanctioned by way of loans shall be drawn by the store in bills duly countersigned by the Joint Registrar of Co-operative Societies of the district concerned.
9. The amount so drawn should be deposited in the District Co-operative Bank/Dist. Treasury in a separate account in the name of the stores. Such amount shall be drawn with the permission of the Joint Registrar, by the person or persons authorised in the byelaws to operate the Bank account.
10. The purchase or making of the equipments, fixtures, fittings, furniture, electrical fittings etc. shall be made only after inviting tenders, quotation from firm including co-operatives. Preference shall be given to co-operative Societies in the matter as far as possible.
11. As soon as the equipments, fixtures, fittings, furniture etc., are made or purchased, the matter shall be reported to the Registrar of Co-operative Societies through the Joint Registrar concerned with a list of articles made or purchase showing their actual costs.
12. The loan shall be for a period of five years. This shall be repayable in five equal annual instalments. The first instalment shall be repayable on the expiry of one year from the date of disbursement of the amount to the store and the subsequent instalments on the corresponding date in every subsequent year.
13. The loan shall carry such rate of interest as may be laid down by the Government from time to time.
14. If the store make default in the repayment of any instalment, the entire loan with interest till date shall become recoverable in lump. However, in cases where not more than two instalments are in arrears, the Registrar may at his discretion permit the repayment in instalments to be continued provided the arrears with a penal interest at 2% per annum over and above the normal rate of interest on the amount of defaulted instalments are paid together with the arrears by the store immediately.



15. The loan amount shall become recoverable in lump, if the opinion of the Registrar the loan or any part thereof has been utilised for any purpose, other than the one for which it is intended or any of the terms and conditions prescribed for the assistance is violated.

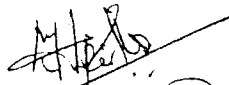
16. Any amount of the loan left after payment of the cost of materials, furniture etc., shall be remitted in the Treasury immediately towards repayment of the loan.

17. The Registrar of Co-op. Societies is competent to order the recovery of any loan under these rules. All amount ordered to be recovered shall be recoverable as though they


18. The Joint Registrar of the District concerned shall be responsible for maintaining the accounts with regarding the disbursement and repayment of the loan and for watching the due fulfilment of the terms and conditions of the disbursement.

19. The Joint Registrar shall watch the utilisation of loan and furnish the utilisation certificate to the Accountant General with copy to the Registrar of Co-operative Societies.

President



Vice President



Secretary

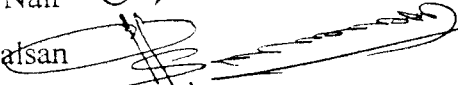


Board Members

1. P.Krishnan Nair



2. M.S. Sreevalsan

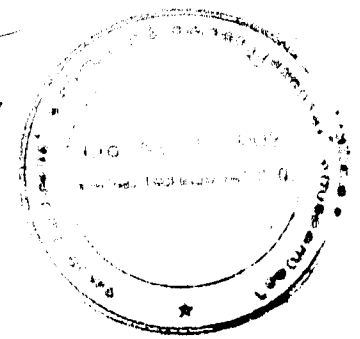


3. A. Bahulayan Nair



4. Divakaran Nair

AC



FORM B

APPLICATION FOR LOAN FOR MAKING OR PURCHASE OF
EQUIPMENT FIXTURES, FITTINGS, FURNITURE ETC.

From

The Secretary
Koliyakodu Consumer Co-operative Society Ltd. No. T. 1002
Koliyakodu - P.O., Venjaramoodu,
Trivandrum - 695607.
Nedumangadu Taluk,
Trivandrum, District.

To

The Registrar of Co-operative Societies, Kerala,
Trivandrum.
(Through the Joint Registrar of Co-operative Societies)

Sir,

We submit herewith an application for loan of **Rs.200000.00 (Rs. Two lakhs only)** repayable 5 (five) equal annual instalments the payment of the first instalment commencing from the first year of the disbursement of the loan amount. I also enclose herewith a copy of the agreement to be executed by the stores with Government of Kerala, when the loan is sanctioned. The amount is require for the making or purchasing of Equipment, Fixtures, Fitting, Furniture etc. for setting up the **Department Store at Koliyakodu** we hereby undertake to abide by the rules for the grant of such assistance and to furnish such information as you may required in connection with the disbursement and repayment of the loan.

The amount drawn will be deposited by us in the Public account in the local treasury/District Co-operative Bank concerned in a separate account in the name of the store to be drawn with the sanction of the Joint Registrar.

A list of items of Equipment, fixtures, fittings, furniture etc., proposed to be made or purchased is submitted herewith as required under the Rules.

Yours faithfully,

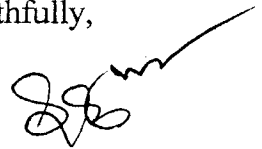
President



Vice President



Secretary

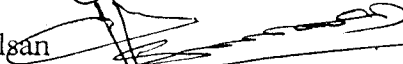


Board Members

1. P.Krishnan Nair



2. M.S. Sreevalsan

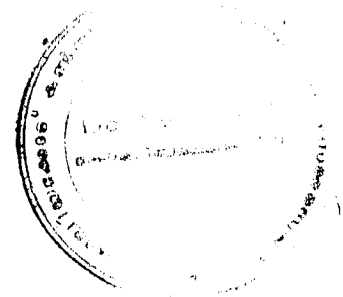


3. A. Bahulayan Nair



4. Divakaran Nair

AC



Lists of Furniture, Fixtures, Fittings etc. needed for the Department

Store

Sl.No.	Item	Rs.	Ps.
1.	Computer Printer and accessories (2 Numbers)	80000.00	
2.	Billing Machine	20000.00	
3.	Electronic balance (2 Numbers)	36000.00	
4.	<u>Furniture</u>		
	a) Rack (6 Numbers)	40000.00	
	b) Computer Table (2 Numbers)	10000.00	
	c) Chairs	6000.00	
	d) Table (2 Numbers)	8000.00	
	e) Almara (2 Numbers)	8000.00	
	f) Packing Machine (2 Numbers)	4000.00	
	Total	212000.00	

President



Vice President



Secretary



Board Members

1. P.Krishnan Nair



2. M.S. Sreevalsan



3. A. Bahulayan Nair



4. Divakaran Nair

AC



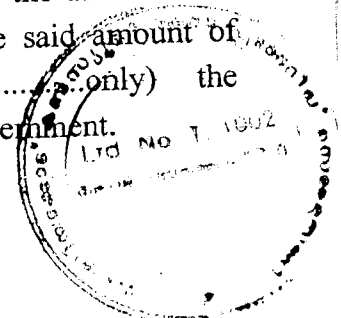
FORM "C"

The agreement is executed on this the
day ofTwo thousandand
.....between thea
store registered in theAct 19and having its
registered office at(hereinafter referred to as the Co-
operative Store) of this one part and the Governor of Kerala (Hereinafter referred to as
the "Government") of the other part.

Whereas the store has applied to the Government for a loan of
Rs..... (Rupees
only) towards the cost of equipment, fixtures, fittings, furniture etc. more particularly
mentioned and described in the Schedule hereto the Cooperative Store to set up
..... shops under the Rules for the grant of assistance to the
wholesale consumers co-operative stores towards the cost of equipment, fixtures,
fittings, furniture, (hereinafter referred to as "The Rules").

And whereas the Government have sanctioned a loan of Rs.....
(Rupeesonly) to Co-operative store for
the above purpose subject to the terms and conditions contained in the Rules and
those herein contained. Now, these presents witness and it is hereby mutually agreed
to as follow:-

1. The loan amount of Rs..... (Rs.....only)
is hereby paid to the Cooperative store and the Cooperative store with admit and
acknowledge receipt of the same.
2. The said amount of Rs..... (Rupees.....only)
shall be immediately deposited by the Co-operative Store in the
.....Bank in a separate account of the Co-operative store and the
same shall be operated by the Co-operative Store only with the permission of the Joint
Registrar of the Co-operative Societies.
3. The Cooperative Store shall utilise the said sum of Rs.....
(Rs.....only) for the making or
purchasing of equipments, fixtures, fitting, furniture electrical fittings, etc., as per the
list more particularly mentioned and described in the Schedule here to, such making
or purchasing shall be effected within months of the date thereof.
If the actual cost of such making of purchasing, is less than the said amount of
Rs..... (Rs.....only) the
balance amount remaining shall be refunded immediately to the Government.



12. The Co-operative Store shall get insured the articles against theft, fire etc.

IN WITNESS WHEREOF SHRI/SMT.....
and Shri/Smt..... for and
on behalf of the Co-operative Store and Sri/Smt..... for
and on behalf of the Government of Kerala have hereunto set their hands the day and
year for said above written.

SCHEDULE

(here enter the details)

Signed by
Shri/Smt.....

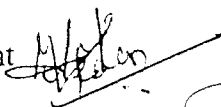
In the presence of witness:-

- 1.
- 2.

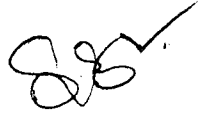
Signed by
Shri/Smt.....

In the presence of witness:-





- 1.
- 2.

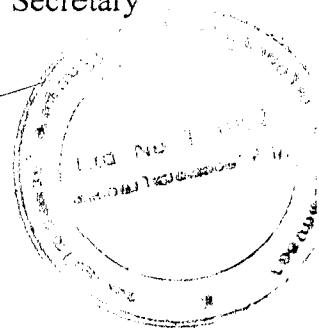
President 

Vice President 

Secretary 

Board Members

1. P.Krishnan Nair 
2. M.S. Sreevalsan 
3. A. Bahulayan Nair 
4. Divakaran Nair AC 

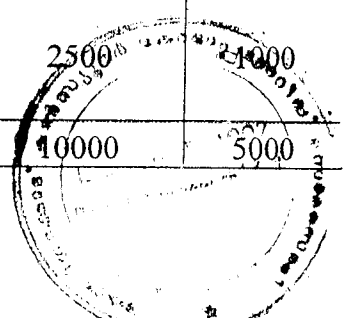


APPENDIX – III

Conditions regarding payment of Managerial subsidy for Department Store/L.S.R.O/ S.S.R.O.

1. The KSCCF/The Wholesale Co-operative Consumer Store/Primary Consumers Co-operative Stores which have appointed additional staff in the categories of Manager or Assistant Manager, salesman or such other categories of employees who are approved as eligible by the Registrar of Co-operative Societies will alone be eligible for managerial subsidy.
2. The categories of staff should possess higher the minimum qualifications prescribed by the Registrar of Co-operative Societies or those stipulated in the by-laws of the store.
3. The appointments should be got approved by the Joint Registrar of Co-operative Societies of the District concerned.
4. 1. The subsidy for managerial expenses will be up to a maximum of Rs. 50,000/- in the case of retail outlets having shop area of 3,000 Sq.ft. and above and upto Rs. 5,000 in the case of retail outlets having less than 800 Sq.ft. as shop are spreading over a period of 3 years on a sliding scale as shown below:-

	Shop are of 3000 Sq.ft. and over	Shop area less than 3000 ft. over 1500 Sq. ft. and above	Shop area less than 1500 Sq.ft. but 800 above	Shop area less 800 Sq.ft.
1. 1 st year 100% of the pay and allowance of additional staff subject to maximum of	25,000	15,000	7500	3500
2. 2 nd year 66% of the pay and allowances of addl. staff subject to a maximum of	15,000	10,000	5000	1500
3. 3 rd year 33 1/3% of the pay and allowance of additional staff subject to a maximum of	10,000	5,000	2500	1000
	50,000	30,000	10000	5000



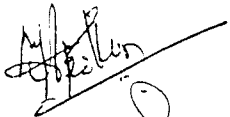
4. 2. The Registrar of Co-operative Societies will be competent to sanction the grant of managerial subsidy under these Rules to the SSRO & Govt. will be competent to sanction grant of managerial subsidy under the Rules LSRO/Dept. Store.

5. The application for subsidy shall be forwarded to the Registrar of Co-operative Societies of the District concerned. RCS will recommend the proposal of LSRO/Dept. Store to Govt. It shall be supported by the resolution of the managing committee of the stores agreeing to abide by these Rules.

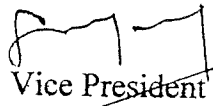
6. Subsidy will be claimed by the Societies in grant-in-aid bills countersigned by the Joint Registrar of Co-operative Societies of the District concerned.

7. The Registrar of Co-operative Societies/Additional Registrar shall be competent to stop payment of subsidy to any stores, which in his opinion is not working satisfactorily.

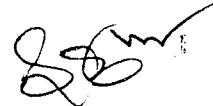
President



Vice President



Secretary

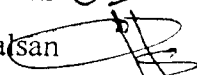


Board Members

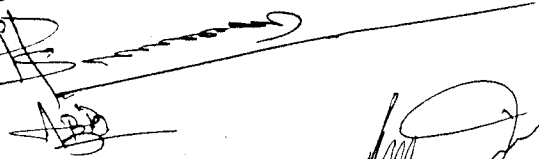
1. P.Krishnan Nair



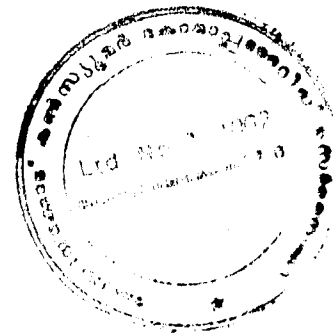
2. M.S. Sreevalsan



3. A. Bahulayan Nair



4. Divakaran Nair AC



GOVERNMENT OF KERALA

Abstract

Co-operation – scheme for the Development of Consumer Co-operatives in Urban areas pattern of Assistance and guidelines for submission of proposals. Approved Rules – amendments issued.

CO-OPERATION (B) DEPARTMENT

G.O.MS.No.102/96/Co-op: Dated, Thiruvananthapuram, 22.10.1996

Read:- G.O.MS. 40/95/Co-op. date 10.3.1995

2. Letter No. CS (1) 4348/86 dated 1.6.96 from the Registrar of Co-operative Societies, Thiruvananthapuram.

O R D E R

In the Government Order read as first paper above Government have approved the Rules, guidelines and the scheme for the development of Consumer Co-operatives in Urban areas. In the letter read as second paper above, the Registrar of Co-operative Societies has proposed amendments to Clause – 2, Appendix –1 Para 3, Para – 6 of From 'A' – 2, Appendix II para 3, Appendix III Para 1 and Appendix III Para – 4 in the above rules.

2. Government have examined the matter in details and in order to clear the ambiguity are pleased to amend the above provisions as appended to this order. The payment of the grant shall be accordance with the amended rules appended to this order.

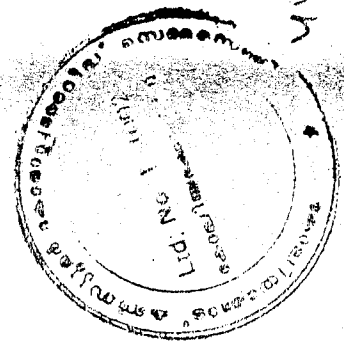
By Order of the Governor,
K.NALINI
Joint Secretary

To

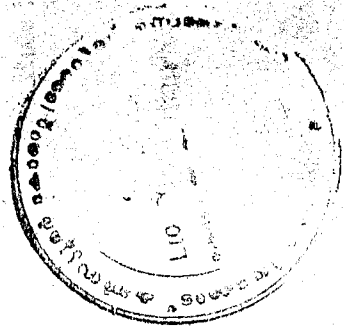
The Registrar of Co-operative Societies, Thiruvananthapuram.
Joint Registrar of Co-operative Societies (through RCS)
The Accountant General (A&E), The Principal Accountant General (Audit)
Thiruvananthapuram.
The Fin. Department (vide U.O. No. 52724/AWC1/96/Fin. dated 9.6.1996)
The Planning and Economic Affairs Department.
P.S.Minister (Co-op.)
C.A. to Secretary/Joint Secretary (Co-op.)
All sections of Co-operation Department.
The Director of Public Relations for publication.
Stockfile/Office copy.

Forwarded/By Order
Section Officer.

Clause	Existing Rules	Approved Rules
2	<p>Only the wholesale stores and Primary Co-operative Consumer Stores selected by Registrar of Co-operative Societies for setting up SSRs in places selected by the Registrar of Co-operative Societies and only the wholesale Co-operative Consumer Stores/Federation selected by the Government for setting up of LSRO/Department Store in place selected by Government will be eligible for the assistance.</p>	<p>Only the Wholesale Co-operative Consumer Stores and the Primary Co-operative Consumer Stores selected by Registrar of Co-operative Societies for setting up SSRs in places selected by the Registrar of Co-operative Societies and the Primary Consumer Co-operative Stores/Wholesale Co-operative Consumer Stores/Federation selected by the Government for setting up of LSRO/Department Stores in places selected by the Government will be eligible for the assistance.</p>
Appendix Para 3	<p>The Registrar of Co-operative Societies will be competent to sanction Government contribution under rules subject to availability of funds in the budget. The assistance shall also be subject to such terms and conditions the Registrar of Co-operative Societies may specify in the order sanctioning the amount.</p>	<p>The Registrar of Co-operative Societies will be competent to sanction Government contribution to SSRs and Government will be competent to sanction Government contribution to LSRO/Department Store under rules subject to availability of funds in the budget. The assistance shall also be subject to such terms and conditions as the Registrar of Co-operative Societies/Govt may specify in the order sanctioning the amount.</p>
	<p>The Application will be sanctioned by the Registrar on the Recommendation of the Joint Registrar of Co-operative Societies.</p>	<p>The application for the Department Store/LSRO will be sanctioned by Government on recommendation of Registrar of Co-operative Societies and LSRO by the Registrar on the recommendation of the Joint Registrar of Co-operative Societies.</p>



Clause	Existing Rules	Approved Rules
Appendix II Para 3	The Registrar of Co-operative Societies may sanction the financial assistance under these Rules, subject to availability of funds and subject to the terms and conditions for the purpose.	The Registrar of Co-operative Societies may sanction the financial assistance to the SSRO and Government may sanction the financial assistance to LSR/Department Store under these Rules, subject to availability of funds and subject to the terms and conditions Registrar Government may sanction for the purpose.
Appendix III Para 1	The Wholesale Co-operative Consumer Store Primary Co-operative Stores which have appointed addl staff in the categories of Managers or Asst. Manager, Sakshman or such other categories of employees who are approved as eligible by the Registrar of Co-operative Societies will alone be eligible for managerial subsidy.	The Kerala State Co-operative Consumer Federation/the wholesale Co-operative Consumer Store/Primary Consumer's Co-operative Stores which have appointed additional staff in the categories of Managers or Asst. Manager, Salesmen or such other categories, of employees who are approved are eligible by the Registrar of Co-operative Societies will alone be eligible for Managerial subsidy.
Appendix III Para 4	The Registrar of co-operative Societies will be competent to sanction the grant of Managerial subsidy under these Rules	The Registrar of Co-operative Societies will be competent to sanction the grant of managerial subsidy under these Rules to the SSRO and Govt. will be competent to sanction the grant of managerial subsidy under these Rules to LSRO/Dept Store.



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GOVERNMENT OF KERALA

Abstract

Co-operation – Scheme for Development of Consumer Co-operatives in Urban areas
– Scope of the scheme extended to Village/Panchayath areas – Sanctioned – Orders
issued.

CO-OPERATION (B) DEPARTMENT

G.O. (MS) No. 123/98/Co-op: Dated, Thiruvananthapuram, 31.7.1998

Read: 1. GO(MS)40/95/Co-op: dated 10.3.1995

2. Letter No. CS(1) 44505/97 dated 2.12.1997 from the Registrar of Co-operative Societies

O R D E R

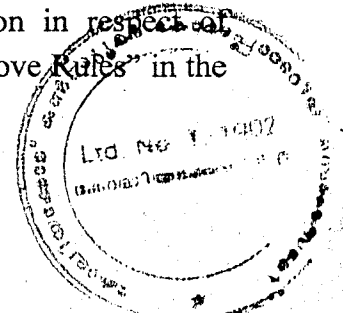
In the Government Order read as first paper above, Government have approved a scheme for the development of consumer Co-operatives in Urban/Semi Urban areas. In the letter read as second paper above the Registrar of Co-operative Societies has recommended that the scheme may be extended to the consumer Co-operatives in village/panchayaths area also. The Registrar of Co-operative Societies has also suggested that provision may also be made empowering Government to give relaxation in respect of rules regarding population and selling areas prescribed in the Rules.

2. Government have examined the matter in detail and are pleased to extend the scheme for Development of Consumer Co-operatives approved as per the Government Order read above to Panchayath and Village areas and to modify Rule 2 (1) of the scheme as follows:

“Setting up of New Retail outlets by Consumer Co-operatives in Urban/Semi Urban/Panchayath and Village areas”.

3. The following additional provision is also made to the above Rules:

“Rule 8. Government will have the power to give relaxation in respect of provision regarding population and selling areas prescribed in the above Rules” in the case of Department Stores.



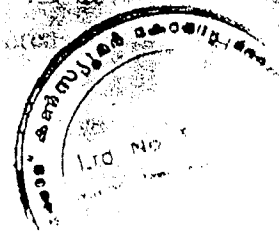
4. All other terms and conditions prescribed in the Rules will remain the same.

By Order of the Governor

N.M.OMANA
JOINT SECRETARY TO GOVERNMENT

To

1. The Registrar of Co-operative Societies, Thiruvananthapuram.
2. All the Joint Registrar of Co-operative Societies (through Registrar Co-operative Societies)
3. The Accountant General, A&E, Thiruvananthapuram.
4. The Audit, Thiruvananthapuram.
5. The Finance Department (Vide VO. No. 44083/AWCL/98/Fin. dated 12.6.1998).
6. The Planning and Economic Affairs Department (Vide VO.No.9247/A1/98/Plg. dated 14.7.1998)
7. All Sections of Co-operation Department.
8. The Director of Public Relation for publication.
9. Stock File
10. Office Copy



Forwarded/By order

Section Officer

GOVERNMENT OF KERALA

Abstract

Co-operation – scheme for the Development of Consumer Co-operatives in Urban areas pattern of Assistance – Rules amended – Orders issued.

CO-OPERATION (B) DEPARTMENT

G.O.MS.No.86/2001/Co-op: Dated, Thiruvananthapuram, 23.6.2001

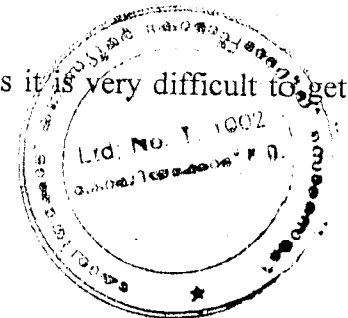
- Read:-
1. G.O. (MS) No. 40/95/Co-op. dated 10.3.1995
 2. G.O. (MS) No. 102/96/Co-op. dated 22.10.92.
 3. G.O. (MS) No. 123/98/Co-op. dated 31.7.98.
 4. Letter No. CS(1) 33516/98. dated 27.1.2001 from the Registrar of Co-operative Societies, Thiruvananthapuram.

O R D E R

As per the Government Order read as first paper above and amended as per the Government Order read as 2nd and 3rd paper Government have approved rules, guidelines and pattern of assistance for development of Consumer Co-operatives in Urban as well as Village/Panchayat areas.

2. The Registrar of Co-operative Societies as per the letter read 4th has reported that as the cost of construction materials and labour charges have one up, the price of consumer articles are increasing day by day and therefore the financial assistance now provided under this scheme is in sufficient. The Registrar of Co-operative Societies has therefore proposed to:

1. Enhance the quantum of assistance;
2. Change the sanctioning authority for the smooth functioning of the scheme, and
3. reduce the selling areas/shop-area as proposed as it is very difficult to get shop areas as stipulated in the rules.



3. Government have examined the matter in detail and are pleased to order that the selling area/shop area will stand reduced as follows as recommended by the Registrar of Co-operative Societies in the letter read.

	Pattern of assistance Existing	Pattern of assistance proposed for amendment now sanctioned.
ANNEXURE I.A. and Rule 1(a) 1.	<u>Department Stores</u> a) Selling area (Minimum) 1500 Sq.ft.	<u>I.A. Department Stor</u> 1.a. Selling area minimum 1000 Sq.ft. and upto 1500 Sq.ft.
ANNEXURE I. and Rule 1 (b) 1. B.	a) Selling area 3000 Sq.ft.	1.B. b. Selling area above 1500 Sq.ft.
ANNEXURE. IIA.	<u>Large sized Retail Outlets</u> a) Shop area at 800 Sq.ft. and and above	<u>II. A. Large sized Retail Outlets</u> a) Shop area at 500 Sq.ft. below 1000 Sq.ft.
ANNEXURE . 1 and Rule II. <u>outlets.</u>	b) <u>Small size Retail outlets</u> a) Shop area at 200 Sq.ft. and and above	<u>Small size Retail</u> a) Shop area at 200 Sq.ft. below 500 Sq.ft.

The assistance under the scheme will continue at the rates ordered. Further amounts required for the implementation of the scheme will be raised by the Consumer Co-operatives.

By Order of the Governor

P.K.VISHNUNAMBOOTHIRI
UNDER SECRETARY TO GOVERNMENT

To

The Registrar of Co-operative Societies, Tvpm.
The Joint Registrar of Co-operative Societies.
(through Registrar of Co-operative Societies)
The Accountant General (Audit)/(A&E), Kerala, Tvpm.
(This has the concurrence of Finance Department)
The Finance Department
(Vide their U.O. No. 18445/AWC1/2001/Fin. dated 17.3.2001)
All Officers and Section in Co-operation Department.
Stock File/Office Copy.
Disposal O.(MS) No. 123/98/Co-op. Dt. 31.7.98



Forwarded/By order

Section Officer.

