



കേരള സർക്കാർ

സംഗ്രഹം

സഹകരണ വകുപ്പ് - വാർഷിക പദ്ധതി 2019-20- സംസ്ഥാനത്തെ വനിതാ സഹകരണ സംഘങ്ങൾക്ക് ധനസഹായം നൽകുന്നതിനുള്ള പദ്ധതി നിർവഹണം സംബന്ധിച്ച മാർഗ്ഗരേഖയ്ക്ക് അംഗീകാരം നൽകി ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

സഹകരണ(ബി)-വകുപ്പ്

സ.ഉ.(കൈ)നം. 21/2019/സഹ.

തീയതി, തിരുവനന്തപുരം, 12/06/2019.

പരാമർശം:- 1) 17/12/2018 ലെ വർക്കിംഗ് ഗ്രൂപ്പ് യോഗ തീരുമാനം

2) സഹകരണ സംഘം രജിസ്ട്രാറുടെ, 19/01/2019 ലെ പി & എം ബി (3)15894/18 നം കത്ത്.

ഉത്തരവ്

സംസ്ഥാനത്തെ വനിതാ സഹകരണ സംഘങ്ങൾക്ക് സബ്സിഡി ഓഹരി എന്നിവയിലൂടെ ധനസഹായം നൽകുന്ന പദ്ധതിയുടെ നിർവ്വഹണത്തിനായുള്ള മാർഗ്ഗരേഖ അംഗീകാരത്തിനായി സർക്കാരിലേയ്ക്ക് സമർപ്പിക്കുന്നതിന്, 17/12/2018 ലെ വർക്കിംഗ് ഗ്രൂപ്പ് ട്രാപാർശ്വ നൽകിയിരുന്നു. പ്രസ്തുത മാർഗ്ഗരേഖയ്ക്ക് അംഗീകാരം നൽകണമെന്ന് സഹകരണ സംഘം രജിസ്ട്രാർ പരാമർശം (2) കത്ത് പ്രകാരം അപേക്ഷിക്കുകയുണ്ടായി.

2. സർക്കാർ ഇക്കാര്യം വിശദമായി പരിശോധിച്ചു. സംസ്ഥാനത്തെ വനിതാ സഹകരണ സംഘങ്ങൾക്ക്, 4425-108-26 (ഓഹരി), 2425-108-31 (സബ്സിഡി) എന്നീ ശീർഷകങ്ങളിൽ അതാതു വർഷം വകയിരുത്തുന്ന ഇക ഉപയോഗിച്ച് നടപ്പാക്കുന്ന പദ്ധതികളുടെ നിർവ്വഹണത്തിനായുള്ള മാർഗ്ഗരേഖയ്ക്ക് അംഗീകാരം നൽകി ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

3. അംഗീകരിച്ച മാർഗ്ഗരേഖ അനുബന്ധമായി ചേർത്തിരിക്കുന്നു.

(ഗവർണ്ണറുടെ ഉത്തരവിൻ പ്രകാരം)

പി.എസ്. രാജേഷ്

അഡീഷണൽ സെക്രട്ടറി

To

സഹകരണ സംഘം രജിസ്ട്രാർ, തിരുവനന്തപുരം.

പ്രിൻസിപ്പൽ അക്കൗണ്ടന്റ് ജനറൽ (എക്സിറ്റ/ആഡിറ്റ്) കേരള, തിരുവനന്തപുരം.

ജില്ലാ ട്രഷറി ആഫീസർ, തിരുവനന്തപുരം.

ധനകാര്യ (അഗ്രി-സി) വകുപ്പ് (അഗ്രി-സി/28/2019-ധന തീയതി 15/05/2019).

ഇൻഫർമേഷൻ ഓഫീസർ, വെബ് & ന്യൂ മീഡിയ, വിവര പൊതുജന സമ്പർക്ക വകുപ്പ്.

കത്തുൽ ഫയൽ/ഓഫീസ് കോപ്പി.

ഉത്തരവിൻപ്രകാരം

സെക്ഷൻ ഓഫീസർ

പകർപ്പ്:-

1. ബഹു. സഹകരണ വകുപ്പ് മന്ത്രിയുടെ പ്രൈവറ്റ് സെക്രട്ടറിക്ക്.

2. സഹകരണ വകുപ്പ് സെക്രട്ടറിയുടെ പി.എസ്.ന്.

3. സഹകരണ വകുപ്പ് അഡീഷണൽ സെക്രട്ടറിയുടെ സി.എ.യ്ക്ക്.

അനുബന്ധം

GUIDELINES FOR THE PAYMENT OF ASSISTANCE TO VANITHA CO-OPERATIVE SOCIETIES BY WAY
SUBSIDY AND SHARE CAPITAL CONTRIBUTION

These rules may be called "The guidelines governing assistance to Women Co-operative societies by way of subsidy and share capital on project basis".

All Vanitha Co-operative societies under the administrative control of the Registrar of Co-operative Societies are eligible for assistance under these Rules subject to the following conditions.

1. The society shall be the one selected for the assistance by the Registrar of Co-operative societies on the basis of the recommendation of Joint Registrar of each District.
2. The maximum assistance payable under this scheme will be limited to Rs. 20 lakhs on the basis of the project feasibility in the following pattern.

SUBSIDY - 60%

SHARE CAPITAL - 40%

3. The societies considered under this scheme should satisfy the following conditions.
 - (a) The society shall have a minimum paid up share capital of Rs. 50,000/- from among its members.
 - (b) The society shall have a full time paid Secretary/Chief Executive and an elected Managing Committee.
 - (c) There should be adequate provisions in the Bye-laws of the society for share participation in the share capital of the society, and to hold the proposed project.
 - (d) There should not be any enquiry against the society and the society should be free from corrupt practices and should have no dues to Government.
 - (e) The audit classification of the society should not be below 'C'.

4. Application

The application for assistance under the scheme should be in form A (Part of the Rules) signed by Chief Executive, President and two Managing Committee members and also be recommended by the Joint Registrar (General) of the District and shall be supported by the following documents.

- (a) Resolution of the Board of Directors to apply for the assistance under this scheme for Subsidy and Share capital to implement the proposed project.

- (b) Resolution of the Board of Directors agreeing to adhere to such terms and conditions as Government/Registrar of Co-operative Societies may prescribe from time to time.
- (c) Certificate of Joint Registrar (General) to the effect that the society is free from corrupt practices.
- (d) A detailed Project report providing employment opportunities, income generating as well as feasible, should be submitted.
- (e) No dues certificate by the Joint Registrar (General) of the District concerned satisfy that there is no amount due to the Government by the society, in any form including Audit fee/Audit cost.
- (f) Statement of financial assistance if any received previously and its utilization.
- (g) Copy of Bye-laws, copy of last Audit certificate and Tentative financial statement as on date of application.
- (h) The application shall be recommended by the Joint Registrar, and the project report must be examined and submitted along with a feasibility certificate from the Joint Registrar (General).

5. The project report will be scrutinized and assistance will be sanctioned by the Registrar of Co operative Societies.

6. Every application for assistance under these Rules shall be submitted in form 'A' appended to these Rules, counter signed by the Joint Registrar (General).

7. DRAWAL OF ASSISTANCE

- (a) The society receiving assistance under these rules shall execute a Bond in Rs.500/-Stamp paper in favour of Government of Kerala in form 'B' appended to these rules.
- (b) The Government / Registrar of Co-operative Societies may sanction the financial assistance to the society under these Rules, subject to the availability of funds and subject to the terms and conditions.
- (c) Registrar of Co-operative Societies may draw the amount and transfer it to the Account of the society with the concerned branch of the District Co-operative Bank. The account number should be verified and certified by the Joint Registrar(General). The Institution shall not withdraw the amount or part of thereof, without prior permission of Registrar of Co-operative Societies With the recommendation of Joint Registrar (General).

8. UTILISATION

- (a) The assistance provided under the scheme shall be utilized only for the purpose for which it was sanctioned within a period of 4 months from the date of drawal of assistance and if the society fails to utilize the amount within the period, the entire amount shall be refunded to Government in lump. If any diversion or mis-utilization, in proper utilization of the assistance, the Board of Directors and Chief Executive will be personally liable to the effect.

- (b) The society shall not sell, transfer or dispose the assets purchased from the financial assistance availed under the scheme without the consent of the Government/Registrar of Co-operative Societies/Joint Registrar (General) of the co operative societies of the concerned district.
- (c) The Joint Registrar (General) of the Co-operative societies of the concerned district shall maintain Demand-Collection-Balance Register under the scheme and shall watch the utilization of the assistance, Retirement of Share capital contribution and furnish the utilization certificate of assistance to the Accountant General, Kerala in due course, directly and submit a copy of the same to Registrar of Co-operative Societies.

9. REPAYMENT

- (a) The share capital contribution under this scheme shall be retired in ten annual installments, and the first installment will due from the 2nd year from the actual date of drawal of the share capital contribution and the corresponding date during the succeeding years. In the event of default in repayment of the installments of share the society will be liable to pay penal interest @ 2% for the defaulted amounts.
 - (b) The dividend on the share capital contribution of the Government shall be remitted in the Treasury within one month after the declaration of dividend by the General Body of the society.
10. The Government may by an order in writing exempt the Societies/Institutions from any of the provision of these rules.

FORM A

APPLICATION FOR FINANCIAL ASSISTANCE TO VANITHA

CO-OPERATIVES

1. Name and address of the Society

2. (a) Date of Registration
(b) Date of Commencement of business:

3. Board of Management
 - (a) Elected/Nominated
 - (b) Date of Election
 - (c) No. of directors
 - (d) Date of last annual General Body Meeting

4. Total Number of Members

5. Authorized share capital

- | | | |
|---------------------------|--------------------------------|-------------|
| 6. Paid up share capital: | As per last Audit Certificate: | As on 31-03 |
| General : | | |
| Government : | | |
| Others : | | |
| Total : | | |

7. Financial position of the Co-operative Society as 31st March (Audited)

- (a) Resources
- | | |
|---------------------------|---|
| (1) Paid up share capital | : |
| (2) Deposits | : |
| (3) Reserves | : |
| (4) Loans/Borrowings | : |
| (5) Others (Specify) | : |
| (6) Working Capital | : |

Total

- 7) Assets:

- (1) Fixed Assets
- (2) Investments in Bonds Share
Debentures etc.
- (3) Transport vehicle
- (4) Others (Specify)

- 8.(a) Whether a copy of the Audit certificate of the Bank for the last audited year is enclosed :
- (b) Whether a copy if the tentative Trading and Profit and Loss A/c: And Balance sheet for current year is enclosed.
- (c) Whether a copy of the bye laws of the Bank is enclosed :
- (d) Whether the Annual Report of the Bank for the last year is

Enclosed

- (e) Whether a copy of the resolution of the Board Directors of
Availing of the proposal assistance is enclosed

9. Whether the project Report enclosed

We, (President), (Secretary)
(Board Member) (Board Member) (Board
Member) of the Vanitha Co-operative Society Ltd No.

On behalf the Society requested that the assistance applied for the above application
may please sanctioned.

We further agreed to abide by the terms and conditions of the assistance so provided
by the State Government and furnish all such reports/information as prescribed by the
government.

President

Secretary

Board Members.

- 1.
- 2.
- 3.

Form B

AGREEMENT

Board

Vol No.

Application

As provided

Submitted by the

Secretary

This agreement is executed on this day between a Co-operative Society Registered under the Kerala Co-operative Societies Act, 21 of 1969 (hereinafter referred to as the society) of the one part and the Governor of Kerala (hereinafter called to as "the Government") of the other part.

Whereas the Co-operative Society has applied to Government for financial assistance by way of Share capital contribution and Subsidy under the scheme for financial assistance for women co-operative, where as the Government has agreed to sanction the assistance subject to the terms and conditions contained in the Rules approved as follows:-

1. The amount of Rs (Rupees.....) Sanctioned to the Society as Share Capital contribution and Rs..... Sanctioned as subsidy shall be utilized only for the implementation of the projects approved by the Registrar of Co-operative Societies.
2. The Society agreed to and shall abide by the terms and conditions contained in the Rules governing the assistance, a copy of which is herewith, appended and the Rules shall form part of Agreement.
3. The society agrees to utilize the Share Capital contribution and the Subsidy within 4 months of the date of sanction of amount and any amount remaining unutilized after 4 months shall be refunded to Government.
4. The society shall remit the share Capital contribution of an amount of Rs..... in Ten equal installments, the first installment commencing from the second year from the date of drawal of the amount from treasury and the subsequent installments on the corresponding dates during succeeding years.
5. In the case of default in re-payment of the installment of Share Capital assistance the society will be liable to pay penal interest at the rate of 2.5% per annum for the defaulted installments.
6. The society shall furnish to the Joint Registrar of district concerned, a printed Share Certificate in the name of the Governor of Kerala within one month from the date of encashment of the bill for the amount.
7. The society shall remit the dividend accruing on the share Capital Contribution made by the Government in the Treasury within one month after the declaration of dividend by the General Body of the Society.
8. Notwithstanding anything contained in the Rules or in the Bye laws of the society, it shall be open to the Government to recover the entire sum there in outstanding any frame without stating any reason whatsoever, the Government Share Capital Contribution and the society shall be liable to refund the entire amount sanctioned under the scheme with interest as on the date. The Registrar of Co-operative Societies is competent to order for the recovery of assistance under the scheme under the provision of the Revenue Recovery Act 1969 for the time being in force.

9. In the case of Society commits breach of all or any of the terms and conditions contained or those contained in the rules and in the said order, the entire amount advanced shall become re-payable in lump at once by the society.

10. It is hereby declare that the executants of the agreement for and on behalf of Society have the power and authority to do by virtue of the Board of directors (enter the authority).

11. The President, the Board of Directors and Secretary/Chief Executive of the Society ~~be join responsible~~ for proper utilization of the assistance recommended under scheme.

1.

2.

Signed by Sri. for and on behalf of the Governor of Kerala in the presence of witness.

1.

2.