

OFFICE OF THE SECRETARY-CUM-REGISTRAR COOPERATIVE SOCIETIES
GOVERNMENT OF NCT OF DELHI,
PARLIAMENT STREET, NEW DELHI - 110001.

No. 47/Policy/RCS/2015/436

Dated : 17/7/2015

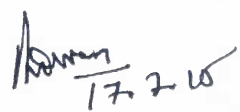
C I R C U L A R

In continuation to circular number F.47/Policy/RCS/2015/274 dated 27.3.2015 the Administrator appointed to manage the affairs of the society shall also ensure to include the following while submitted their status report:-

1. Expenditure incurred by then during the Month.
2. Status of Audit
3. The Advisory Committee appointed shall not have more than four members.
4. As far as possible the grievances of the members be resolved as per provisions of DCS Act & Rules and where the approval of the office of the Registrar Coop. Societies is required. Such cases be referred to the concerned ARCS.

Copy to:

1. Spl. RCS/Addl. RCS/DRCS-1, II O/o RCS, New Delhi.
2. All the Asstt. Registrar (concerned), O/o RCS with direction to convey these guidelines to Administrators deployed with them.
3. Asstt. Programmer, Computer Cell to upload this circular in the website.


(ALKA DIWAN)
Secy-cum-RCS

1477/CC
17/07/15

Status Report to be submitted/guidelines to be followed by
Administrator appointed in Cooperative Societies every month

1	Breif of the work done during the month. The Administrator should take over the charge of the record of the Society on his appointment immediately.
2	Expenditure made during the month should be displayed at the Notice Board of the Society with a copy to the concerned Asstt. Registrar
3	On Appointment, an advisory Committee of 4 members may be appointed to assist the Administrator in day to day working. The Advisory Committee may be elected preferably in the AGM.
4	Status of Audit should be seen immediately on appointment and every efforts may be made to get the Audit in time. In case of non handing over the charge by the outgoing Managing Committee may be reported immediately to the concerned ARCS.
5	Every efforts may be made to get the election conducted in time within the period specified in the order of Appointment of the Administrator.
6	The grivences of the members of the Society may be resolved as per provisions of the DCS Act 2003 and DCS Rules 2007 promptly and where the approval of the O/o the RCS is required, such cases may be referred to the concerned ARCS immediately.

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A brief story with
guidelines given by
me on the subject

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AKK, DIPKARI
SARV. COM. RCS

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**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE REGISTRAR CO-OPERATIVE SOCIETIES
OLD COURT'S BUILDING, PARLIAMENT STREET,
NEW DELHI - 110001**

F.No.47/Policy/RCS/2015/ २७५

Dated: - २७.३.१५

CIRCULAR

In order to ensure smooth functioning of the Co-operative Societies under the charge of Administrators, following directions are issued for compliance by all the Administrators: -

- (1) The remuneration of Administrator has been fixed as ₹. 10,000/-P.M. in term of Rule 61 (5) of DCS Rules, 2007. No Administrator will charge more remuneration than prescribed in appointment letter or any sundries charges except TA or otherwise specified by the Competent Authority.
- (2) They will neither deploy/ engage any additional staff in society nor they will be allowed to remove any employees already engaged. In case of such need prior approval of Registrar, Co-operative Societies would be compulsory.
- (3) Administrators will visit society office at least on 04 days in a month preferably on Saturday/Sunday. Date and time of visit shall be displayed on the notice board of the society so as to enable the members/residents of the society to get their grievances resolved.
- (4) Administrators will furnish the status report to Assistant Registrar concerned latest by 10th of every month with copy to Registrar Co-operative Societies for information. The Assistant Registrar will process the report and shall place the same before Registrar, Co-operative Societies within 15 days.

(5) The administrators on expiry of the period of 90 days shall not exercise any financial powers till their term is further extended by the Competent Authority.

(6) The members of erstwhile superseded Managing Committee shall not be co-opted as members of Administrator's Adhoc Committee or Advisory Committee.

All the Administrators are, therefore, directed to comply with the above Guidelines and these guidelines will come into force with immediate effect.

Admn
25.3.15

(ALKA DIWAN)

SECY.-CUM-REGISTRAR, CO-OPERATIVE SOCIETIES

F.No.47/Policy/RCS/2015/ 274

Dated: - 27.3.15

Copy to: -

- (i) All the Assistant Registrar (Concerned), O/o RCS, Parliament Street, New Delhi -110001 with direction to convey these guidelines to Administrators deployed with them.
- (ii) P.A. to Addl. -I & II, O/o RCS, Parliament Street, New Delhi -110001.
- (iii) P.A. to Dy. Registrar -I, II & III, RCS, Parliament Street, New Delhi -110001.
- (iv) Assistant Programmer (Computer Cell) with request to upload this circular on the website of this office.

Qu

(G.S. AGGARWAL)

DY. REGISTRAR COOP. SOCIETIES