

**BYE-LAWS**  
**OF**  
**The Punjab State Co-op. Development**  
**Federation Ltd., Chandigarh.**

**NAME & AREA OF OPERATION**

1. The society shall be called the Punjab State Co-operative Development Federation Ltd. It shall be referred to here in after as State Federation
2. The headquarter of the Federation shall be Roper at Chandigarh or a place decided by the Board subject to the prior approval of the Registrar.
3. The area of operation of the Federation shall extend to the whole of the Punjab State.

**DEFINITIONS**

4. In these bye-laws unless the context otherwise requires of :-
  - i) "Act" means the Punjab Cooperative Societies Act, 1961 as amended from time to time.
  - ii) "Rules" means the Punjab Cooperative Societies Rules, 1963 as amended from time to time.
  - iii) "Federation" means the Punjab State Cooperative Development Federation Ltd.
  - iv) "Bye-Laws" means the registered bye-laws.

- v) "Board" means the Board of Directors of the Punjab State Co-operative Development Federation.
- vi) "Government" means the Government of the State of Punjab.
- vii) "Registrar" means the Registrar, Cooperative Societies Punjab or Addl. Registrar, Cooperative Societies or Joint Registrar, Co-operative Societies or Deputy Registrar, Cooperative Societies.
- viii) "Managing Director" means the Managing Director of the Federation Appointed by the board.

## OBJECTS

- 5. The objects of the Federation shall be to promote and to develop the Cooperative movement in the State, to educate, guide and assist the people in their efforts to build up and expand the cooperative sector and to serve as an exponent of cooperative opinion. In accordance of these objects, the Federation may either by itself or in collaboration with National Cooperative Union of India or other Cooperative Institutions:-
  - i) Organise cooperative education and training programme and popularise the Principles of Co-operation.
  - ii) Develop inter-cooperative relationship and help the coordinated functioning of the Cooperative Movement in various sectors.
  - iii) Organise, conduct, collaborate and assist in carrying out research and investigation of projects on important cooperative problems.
- iv) Arrange for the production and publication of literature and audio-visual and other aids including films, film strips on cooperation and allied subjects.
- v) Implement Cooperative education and development schemes as may be formulated by N.C.U.I.
- vi) Give publicity to the achievement of Cooperative through periodicals, journals, pamphlets, brochures, books, films, broadcast and the like for creating favorable atmosphere for the development of the Cooperative Movement.
- vii) Maintain an information bureau and a library.
- viii) Act as the accredited representative of the Punjab Cooperative Movement in the State and National spheres.
- ix) Convene and hold the State Cooperative Congress and Cooperative seminars, meetings, conferences, Exhibitions etc.
- x) Select delegates representatives or observers on behalf of the Federation for participation in the National and State conferences.
- xi) Facilitate the promotion of Cooperative Institutions and assist the member societies in resolving their problems and difficulties.
- xii) Acquire, purchase own or dispose of immovable property by way of sale, lease or otherwise for the furtherance of the objects of the Federation.
- xiii) Impart knowledge of family welfare and population problems among the members of the Cooperative

Societies and other rural population through the media of Lectures, demonstration, audio-visual aids, distribution of literature etc. in accordance with the State/ National policy.

- xiv) Undertake sale of stationery items registers required for running the business of the Cooperative Societies and their bye-laws.
- xv) Install a printing press for undertaking printing work of Cooperative Societies.
- xv) Run an advertising and news agency and seek accreditation with the Indian Newspaper Society.
- xvii) Advise the Govt. on matters relating to the Cooperative movement in the State, and
- xviii) Generally undertake such other activities or functions as are considered incidental or conducive to the attainment of the objects of the Federation.

#### **MEMBERSHIP**

- 6. The membership of the Federation shall be open to:-
  - i) All District Cooperative Unions in the State.
  - ii) All Apex Cooperative Societies whose area of operation extends over whole of the Punjab State.
  - iii) State Government.
- 7. Members shall be required to pay annual subscription on the following rates:-
  - i) Apex Cooperative Societies with working capital not exceeding to Rs.50 lacs - Rs.1500/-

4

- ii) Apex Cooperative Societies with working capital exceeding Rs.50 lacs but not exceeding Rs. 5.00 crores - Rs.5000/-.

- iii) Apex Cooperative Societies with working capital exceeding Rs.5.00 crores Rs.10000/-

- iv) District Cooperative Unions Rs.500/-

- 8. The annual subscription shall fall due on 1st April and shall be payable within two months. Members whose subscriptions are not received by 31st May shall not be allowed to exercise the right of voting nor shall they be eligible for election to the board or any sub-committee of the Federation.

- 9. Every member shall pay an admission fee of Rs.10/- on admission and shall take at least at one share payable in lumpsum.

- 10. Application for membership shall be addressed to the Managing Director. Every such application shall be disposed of by the Board within one month of the receipt of application.

- 11. A member may withdraw from the membership of the Federation with previous permission of the Registrar and after giving six month's notice to the Managing Director provided that the member withdrawing has cleared of all dues and discharged all his obligations towards the Federation.

- 12. A member of the Federation may be expelled by the Board for one or more of the following reasons:-

- i) If the member persistently defaults in payment of subscription to the Federation for two years despite due notice.

5

- ii) If the conduct of the member is prejudicial to the interest and reputation of the Federation.
  - iii) On ceasing to be a body Corporate.
13. The decision of expulsion of a member shall be communicated to the concerned member by registered post. The person aggrieved against the orders of expulsion may file an appeal to the Registrar within 60 days of the receipt of such order.

#### **FUNDS**

14. The funds of the Federation may be raised by:-
- i) Issuing of shares of the value of Rs. 100/-.
  - ii) Admission fee.
  - iii) Annual subscription from members.
  - iv) Subsidies, grants and other financial assistance from the Government or other institutions or individuals.
  - v) Deposits and borrowings.
  - vi) Cooperative Education fund from Cooperative Societies.
  - vii) Such other grants, sub-ventions and donations as may be made to the Federation as approved by the Registrar.
15. All contributions of Cooperative Education fund pertaining to preceeding cooperative year shall be deposited with the Federation before 31st July, every year.
16. The liability of a member deficit in the assets of the Federation in the event of its being wound up shall be limited to the paid up share capital.

6

#### **MAXIMUM CREDIT LIMIT**

17. The maximum credit limit to the Federation shall not exceed ten times its owned capital as approved by the Registrar.

#### **GENERAL BODY**

18. The General Body of the Federation shall comprise the following:-
- i) One representative of each member society.
  - ii) All persons nominated by the Govt. U/S 26(2) of the Punjab Cooperative Societies Act. 1961.
  - iii) Registrar.
19. Unless otherwise provided under these bye-laws, the ultimate authority in all matters relating to administration of the Federation shall vest in the General Body.
20. All the member of the Board shall be entitled to attend the General Body meeting.
21. The General Body of the Federation shall meet from time to time but at least once a year. The meeting of the General Body shall be summoned by the Managing Director under the direction of the Board. A special general meeting, shall also be convened if a requisition for such a meeting, signed by 1/5th of the total members for the time being, is received by the Board. If within 30 days of the receipt of the requisitions the Board fails to convene the general meeting, the requisitionists may refer the matter to the Registrar, who may if he thinks fit, summon the special general meeting of the Federation. Every member society will be represented by a person duly authorised by it.

7

22. At least fifteen days clear notice specify the date, place time and agenda for a general meeting shall be given to all the members by post under a certificate of posting. The quorum for the general meeting shall be 1/4th of the total number of members or 500 which ever is less. If at a general meeting or special general meeting, the quorum is not forthcoming within one hour of the time fixed for the meeting, the Chairman of the meeting shall, if a meeting has been called on requisition of the member, adjourn it and no further general meeting shall be convened on the strength of the requisition of the members. If the General meeting is convened otherwise than on requisition, the Chairman shall postpone the meeting to a further date. A fresh fifteen days clear notice for the subsequent general meeting shall be given to all members. If at the reconvened meeting also, the quorum is not forthcoming within one hour, the members present shall constitute a quorum and the meeting may be held and business transacted with the number of members present.
23. The Chairman or in his absence the Vice-Chairman shall preside over the meeting of the General Body. When both of them are absent the members present shall elect a chairman for the meeting.
24. Every member of the General Body shall have one vote. Unless otherwise provided in these Bye-laws, all questions shall be decided by a majority of votes of the members present and voting. When the votes are equal, the Chairman shall have a casting vote.

8

25. Without prejudice to the general provisions of the preceding bye-laws, the General Body alone shall have the following powers and duties:-
- i) Election of the members of the Board.
  - ii) Consideration of the annual reports, balance sheet & profit and loss account.
  - iii) Amendment of bye-laws.
  - iv) Fixing of maximum borrowing limit of the Federation consistent with Act, Rule & Bye-laws and subject to the approval of the Registrar.
  - v) Approval of programme of activities of the Federation proposed by the Board.
  - vi) Expulsion of members.
  - vii) Disposal of net profits.
26. All business discussed or decided in a general meeting shall be recorded in a proceeding book which shall be signed by the Chairman of the General Body meeting.
- BOARD OF DIRECTORS**
27. The Management of the affairs of the State Federations shall vest in the Board of Directors which shall be constituted as under:-
- i) Six Directors to be elected out of the representatives of the affiliated District Cooperative Unions.
  - ii) Three Directors to be elected out of the representatives of the affiliated Apex Societies.

9

