From

The Registrar,

Cooperative Societies Department,

Chandigarh.

To

1. The Managing Director,

Haryana State Coop. Land Devp. Bank Ltd.,

Chandigarh.

2. The Managing Director,

Haryana State Coop. Consumer Stores Federation Ltd.,

Chandigarh.

3. The Managing Director,


Chandigarh.

4. The Managing Director,

Haryana State Coop. Land Devp. Bank Ltd.,

Chandigarh.

5. The Managing Director,

Haryana State Coop. Sugar Mills Fed. Ltd.,

Chandigarh.

6. The Managing Director,

All Coop. Sugar Mills in the State of Haryana.

7. The Managing Director,

The Hand Coop. Spinning Mills Ltd.,

Hansi.

8. The Managing Director,


Chandigarh.

9. The Managing Director,

Haryana State Coop. Devp. Fed. Ltd.,

Chandigarh.

10. The Managing Director,

The Haryana State Coop. Industrial Fed. Ltd.,

Chandigarh.

11. The Managing Director,


12. The Managing Director,

Haryana State Coop. LaC Fed. Ltd., Manimajra (U.T.),

Chandigarh.

13. The Managing Director,

Haryana State Coop. Housing Fed. Ltd., Manimajra (U.T.),

Chandigarh.

14. The Managing Director,

All the Central Coop. Banks Ltd. in the State.

15. The Managers,

All Central Coop. Consumers Stores Ltd.,

in the Haryana State.

16. The Managers,

All Coop. IEx-cum-Processing Coop.

Societies Ltd., in the State.

17. The Managers,

All Primary Coop. Agri. & Rural Devp. Banks in the State.
Subject: Grant of Travelling Allowance and sitting fee to the members of the Managing Committee of Coop. Institutions.

Ref: This office memo. No. 15.1/credit/84/1974-98 dated 26.2.84 and 3.11.84-Credit(1) dated 9.1.92.

The matter regarding enhancement of TA/DA to members of the Board of Directors of the Coop. Institutions has been under consideration for some time past. It has been decided that TA/DA to be paid to non-official members other than MLA/MPs of Board of Directors of the Coop. Institutions will be regulated as under:

a) No TA/DA or sitting fee shall be admissible to Committee members of the primary credit/non credit societies for attending meetings or visiting the society for any purpose.

b) TA/DA and sitting fee shall only be admissible to members of the Managing Committee when members attend meetings of the institution or visit them for which written requisition is sent to them.

c) TA/DA for study tours and other official purposes outside the State of Haryana and Chandigarh will

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be admissible when the study tour is conducted with the permission of the Managing Committee and prior approval of the Registrar.

c) TA/DA shall be admissible to the Chairman of the Apex Institutions once in a fortnight and the Chairman/President of other institutions once in a month in addition to the visits made for meeting purposes.

d) Travelling allowance shall be calculated either from the native place of the member or from the place from where he actually starts journey which ever is shorter to the place of meeting/visit. The distance shall be recorded by the shortest rail/road route most often used by the public.

e) Each member shall certify on each TA/DA bill that no TA/DA has been claimed from any other source for the same journeys and days for which TA/DA is claimed from the Institution.

f) A member shall be entitled to claim TA/DA only for the day(s) of meeting/visit, if the place of meeting/visit falls within 125 Kms from the place of start of journey/native place meaning thereby that no daily allowance for the journey day other than the meeting/visit day shall be allowed.

g) A member travelling from a place of more than 125 Kms shall be entitled to daily allowance for incoming and outgoing journey days in addition to daily allowance for the day(s) of meeting/visit provided the journeys are actually undertaken on the previous following day of the meeting/visit.

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1) The members when deputed to attend meetings of other Institutions/organisations to represent their institution shall claim Th/da from the institutions/organisation holding the meeting, at the rates applicable to that institution/organisations.

2) The Cooperative Institutions are classified in the following three groups for grant of Th/da and sitting fees:

**GROUP 'A'**
- The Haryana State Cooperative Bank Ltd.
- The Haryana State Co-op. Land Development Bank Ltd.
- The Haryana State Co-op. Supply & Marketing Fed. Ltd.
- The Haryana State Co-op. Sugar Mills Fed. Ltd.
- Cooperative Sugar Mills Ltd.
- The Haryana State Co-op. Dairy Development Fed. Ltd.

**GROUP 'B'**
- The Haryana State Co-op. Development Fed. Ltd.
- The Haryana State Co-op. Industrial Fed. Ltd.
- The Haryana State Co-op. Handloom Weavers Apex Society Ltd.
- The Haryana State Co-op. L&O Fed. Ltd.
- The Haryana State Co-op. Housing Fed. Ltd.
- Cooperative Spinning Mills Ltd.
- Confed (Not any Longer in this Deptt.)
- Central Cooperative Banks Ltd.

**GROUP 'C'**
- Distt. Cooperative Milk Supply Unions Ltd.
- Distt. L/C Unions Ltd.
- Other Distt. Level Central Coop. Societies Ltd.
- Primary Agriculture Rural & Devp. Banks Ltd.
- Cooperative Marketing-cum-Processing Societies Ltd.

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Boar of Directors of Co-op. Institutions for different places
would be as under:

<table>
<thead>
<tr>
<th>Place Population</th>
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<tbody>
<tr>
<td>In Maryland</td>
</tr>
<tr>
<td>-------------------</td>
</tr>
<tr>
<td>Group-A: Rs. 120 per day</td>
</tr>
<tr>
<td>Group-B: Rs. 100 per day</td>
</tr>
<tr>
<td>Group-C: Rs. 80 per day</td>
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</tbody>
</table>

2(b) In the case of travel by Institution Vehicle, half/full
daily allowance shall be admissible for a period of absence
as mentioned below:

1) More absence from Headquarter is for less than 6 hours; No daily allowance.
2) More absence from Headquarter is for 6 hours or more but less than 12 hours; Half daily allowance.
3) More absence is for more than 12 hours but less than 24 hours; Full daily allowance.

3. The members, including Presidents/Chairmen while on
tour outside Maryland State and Chandigarh, will be
entitled for reimbursement of actual lodging expenses
daily supported with the actual proof receipt subject
to maximum of Rs. 150/- per night.

4. Member of Co-operative Institutions shall be entitled
to claim actual expenditure incurred by them on the
purchase of single bus/rail ticket by the shortest
road/rail route.

5. For the journeys from their native place to nearest
Bus Stand/railway station or from the bus stand/railway
station to the place of official engagement/sit stay
on meeting place and vice-versa, the members shall
be entitled to first rate of Rs. 2/- per K.M. within
or outside of the Maryland State.

6. He members traveling by conveyance for which nothing
has been paid by them shall not be entitled to draw.

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Members of all the institutions may claim for the station, another station is connected by Rail/Road or both. A member who travels in his own car/jeep within the station of Mysore, Chumdiarpur and Bailu shall be entitled to mileage as per Govt. instructions. The claimant member will certify that he has travelled by his own Car/Jeep within, registration No. of the Car/Jeep which registered in his own name or in the name of his wife, son and father.

Services of the members, shall be honorary, pay and type of remuneration, honorary name, rent or any other type of allowance shall not be admissible to them.

These instructions will come into force with immediate effect.

[Signature]

Chief/Juditor, for Registrar Cooperative Societies, Mysore, Chumdiarpur.

Endst. No. 7/1/34-36-1/16887-982 Dated: 2/7/99

A copy of the above is forwarded to:

1. All Dy. Registrars, Coop. Societies in the State.
2. All Asstt. Registrars, Coop. Societies in the State.
3. All Audit Officers, Coop. Societies in the State.
4. All Officers of Head Office.
5. All Heads of Branches in the R.O.
6. The Managing Director, requested, with the request to publish these instructions in their next issue of Mysore Banker.

[Signature]

Chief/Juditor, for Registrar Cooperative Societies, Mysore, Chumdiarpur.