

From:

The Registrar,
Cooperative Societies, Haryana.
Panchkula.

To

1. All the Deputy Registrar Coop. Societies in the State.
2. All the Assistant Registrar Coop. Societies in the State.

Memo No. 10/5/05/Gen1/ 14180-15217 Dated 26/9/07

Sub: Regarding deletion/addition/substitution/transfer of membership in the Cooperative Group Housing Societies/House Building Societies in the State.

Kindly refer to this office letter No. 10/5/05/Gen1/1081-1118 dated 01.02.2007 and Memo No. Gen/GA-II/07/7606-70 dated 06.06.2007 on the subject cited above. As regards decision taken in the meeting AR's/DR's held on 10.05.2007 in the chairmanship of Worthy Registrar, Cooperative Societies, Haryana it is clarified that such change should be only by transfer of share by mutual understanding or sale and not where vacancy of membership is created by resignation or expulsion since this is to be filled up with prior approval of Registrar, Cooperative Societies, Haryana and it has further been decided that the cases of deletion/addition and filling of vacancies by way of resignation of membership in addition to the permissible members of original membership the cases and change in size of dwelling units may be referred to Head Office for approval with the following details: -

Cases of deletion/addition/filing of vacancies of members by resignation/expulsion etc. :-

1. No. and date of registration of the society, photocopy of 'L' form submitted at the time of registration, density of membership, copy of resolution of General Body along with the attested copy of Bye laws of the society.
2. Total original membership at the time of registration of the society and present membership.
3. Details of members enrolled previously if any and copy of permission obtained from the competent authority.

4. No. of members expelled, resigned since the registration of the society year wise detail with copies of resolution passed.
5. In case of deletion/addition in the original membership the proposal of such change be got approved in the General Body Meeting of the society by issuing notice to all the members along with detailed agenda notes giving implication of such addition/deletion in size and cost of flats.
6. Any change in the membership of those societies registered under the Group Housing Scheme 2005 shall be restricted to 25% of the original membership.
7. Any change by way of deletion/addition/substitution on resignation or expulsion approved by the General Body of the society shall be subject to the approval of Worthy Registrar, Cooperative Societies, Haryana.

Cases of change of membership

As per decision taken in the meeting of ARs/DRs held on 10.05.2007 prior approval of the Registrar, Cooperative Societies is not required in the cases where member share is transferred within permissible number of flats/Apartments and such change should be only by transfer of share by mutual understanding or sale only. Accordingly the record of the societies be maintain as under: -

1. They will maintain a register in which society wise detail of all matter of transfer and these files will be kept within registration file of the concerned society.
2. A complete record of all such transfer will be maintained by the dealing hand of AR office and a register with Performa be maintained as prescribed on the Performa enclosed A & B.
3. RCS office will inspect and check the record of such transfer twice in a year.

4. Copy of approval letter for change of membership must be sent by registered post to old and new member under proper dispatch number of AR office.
5. A strict view will be taken if any approval for transfer, admission is noticed directly in 'L form' or proceeding book of the society without proper record in concerned AR Office.
6. The information regarding all the societies should be gathered to complete the record and in future the record should be properly maintained. A team from H.O. will check the maintenance of this record.

It has also been noticed that Assistant Registrar Cooperative Societies are signing the 'L' form directly and sending the same to HUDA by adding/deleting members in Cooperative Group Housing Societies which is not as per provisions of Rules and Byelaws. In future field officers will sign the 'L' form after obtaining the approval of Head Office as per above instructions.

Above instructions be brought to the notice of all concerned and strict compliance of the above instructions be ensured.

Registrar, Cooperative Societies,
Haryana, Panchkula. *(Signature)*

Endst. No. 10/5/05/Gen1 *15 218-31*
A copy of the above is forwarded to:-

Dated *26/9/07*

1. PA/RCS in H.O.
2. All Gezzetted Officers in H.O.

Jitender (falsi)
Assistant Registrar (Gen.) *25-9-07*
For Registrar, Cooperative Societies,
Haryana, Panchkula. *(Signature)*

