



OFFICE OF THE REGISTRAR, CO-OPERATIVE SOCIETIES, HARYANA
SAHKARITA BHAWAN, BAYS NO. 27-30, SECTOR-2, PANCHKULA



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To

(Through E-mail Only)

- (1) All Deputy Registrars, Co-operative Societies,
in the State of Haryana.
- (2) All Assistant Registrars, Cooperative Societies,
in the State of Haryana.

Memo No. Gen/GA-1/2020/ 9448-86

Dated: 23-12-2020

Subject : Guidelines for proper and effective functioning of Liquidators for under winding up Cooperative Societies.

I am directed to refer you on the above cited subject and to say that the provisions regarding winding up of Cooperative Societies have been provided in Sections 105 to 109 of the Haryana Co-operative Societies Act, 1984 read with Rules 89 to 101 of Haryana Co-operative Societies Rules, 1989. In order to curb the incidence of embezzlement / fraud and for proper and effective functioning of the Liquidators, it has been decided that the following steps be taken:-

- i) The Liquidator to be appointed should be other than the Inspector/Sub Inspector of the said area in which the said Society falls.
- ii) In case of shortage or over burdened executive staff, the ARCS concerned will move the case to the Registrar through the DRCS concerned with due justification.
- iii) The Bank account of the society should be jointly operated by the Liquidator, ARCS and DRCS concerned for smooth running of the business/activity of the society as per the following procedure:-
 - a) For making single payment upto Rs. 20,000/- the Liquidator alone shall operate the Bank account of the Society subject to approval of the ARCS concerned as envisaged in Rule 93 of Rules, 1989;
 - b) For making payment more than Rs.20,000/- but upto Rs.2.00 lacs the Bank account should be jointly operated by Liquidator and ARCS concerned;
 - c) For making payments more than Rs.2.00 lacs Bank account should be jointly operated by Liquidator, ARCS concerned and DRCS of the circle;
 - d) While making the payments as mentioned at a, b & c above the Liquidator, ARCS or DRCS as the case may be, shall ensure and check the supporting documents with regard to payment;
 - e) The Cheque Book of the Account concerned shall remain in the custody of the ARCS concerned and in no circumstance it will be handed over to the Liquidator;
- iv) ARCS shall have a check on the banking transactions by obtaining statement of Bank Account of the Society monthly;

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- v) The Liquidator once appointed shall not be continued for the next one year. ARCS shall change the Liquidator after the completion of term of one year.
- vi) It shall be the duty of ARCS to get the Inspections of the Societies from the Inspector concerned and by himself and to get the accounts of the Societies audited every year as provided under the Act and Rules;
- vii) The progress of the Liquidator shall be reviewed by ARCS on monthly basis and by the DRCS on quarterly basis and will submit report to this effect to RCS by highlighting the drastic changes, if any;
- viii) Special remarks with respect to the progress/efforts made by the Liquidator shall be recorded by the ARCS in the ACR of the official appointed as Liquidator.
- ix) The Liquidator so appointed shall ensure to complete the liquidation process within the time frame prescribed in the Act and Rules and in case of extension, he will move the reference to the authority concerned with full justification;
- x) The ARCS concerned shall ensure that the Liquidator shall complete the liquidation process within the time frame prescribed in the Act and Rules and in case of extension, reference shall be moved by him to the authority concerned with full justification;

The liquidators appointed in various under winding up societies who have completed one year be changed immediately. These instructions be brought to the notice of all concerned immediately for strict compliance.

This issue is with the approval of Additional Chief Secretary to Govt. Haryana, Co-operation Department, Chandigarh vide U.O. No. 5110 dated 21.10.2020.

(Virender Kumar)

Additional Registrar (Gen.),
for Registrar, Co-operative Societies,
Haryana, Panchkula

Endst. No. Gen/GA-1/2020/ 9487-500 Dated: 23.12.2020
A copy of the above is forwarded to the following for information and necessary action:-

- (1) All Additional Registrars, Co-operative Societies at Head Office.
- (2) Chief Auditor, Co-operative Societies at Head Office.
- (3) All Joint Registrars, Co-operative Societies at Head Office
- (4) Principal CCM, Rohtak.
- (5) All Audit Officers, Co-operative Societies (field offices).

(Virender Kumar)

Additional Registrar (Gen.),
for Registrar, Co-operative Societies,
Haryana, Panchkula

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