

No. R-11017/83/2016-L&M (part)
Government of India
Ministry of Cooperation
Office of Central Registrar of Cooperative Societies

9th Floor, E Tower, World Trade Center
Nauroji Nagar, New Delhi-110029
Dated: 04 April, 2024

To
The Chairman/Chief Executive,
Multi-State Cooperative Societies
All States/ UTs

Sub: Obtaining prior approval of Central Registrar for opening of new branch(es) or place(s) of business of a multi-State cooperative Society.

Sir,

I am directed to refer to this Office's letters of even number dated 01.12.2016 and 16.12.2019 whereby those multi State cooperative societies which are interested to open the new branches were advised to furnish certain documents to this Office for the purpose. Now, in compliance to Section 7 of the Multi-State Cooperative Societies (Amendment) Act, 2023, this Office has issued "Liquidity, Exposure & Prudential Norms for thrift and credit multi State cooperative societies (MSCSs) (excluding multi-State cooperative banks)" vide Order No. L-11012/01/2023-Reg(e) dated 22.01.2024 (available on website crcs.gov.in). Para 8 of this Order pertains to "branch expansion" for MSCSs.

2) In view of above, those multi-State cooperative Societies which are interested to open new branches or places of business are, hereby advised to upload following documents for the same:

| Sl. No. | Documents |
|---------|--|
| 1 | Reason for necessity of opening the new branches of the society. |
| 2 | A declaration by the society that there is no complaint against the society regarding non-payment of deposits to the depositors/ members including other irregularities. |
| 3 | A resolution passed in the AGM/ special general meeting of general body of the society in this regard. |
| 4 | Total number of members of the society state-wise including break-up for regular members and nominal members for the last 3 years. |
| 5 | Total branch-wise deposits collected by the society from the regular and nominal members separately for the last 3 years. |
| 6 | Total number of branches and their addresses along with details of business done by these branches for the last 3 years. |
| 7 | Details about investment of deposits collected from the members for the last 3 years. |

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| 8 | Whether the society is in profit or loss. |
| 9 | Audited statements of accounts for the last 3 years. |
| 10 | The date of holding election to the Board for the last 2 terms along with the date of holding elections to the present Board. Detailed proceedings of the Returning Officer to be enclosed along with the proposal. |
| 11 | Date and documents relating to Annual General Body meeting held for the last 3 years. |
| 12 | Copies of the returns filed u/s 120 of the MSCS Act, 2002 for the last 3 years. |
| 13. | A certificate from the RCS of the state/UT where the Head office of the society is situated that the society is not accepting deposit from persons other than voting members |
| 14 | A certificate from the Auditor concerned regarding compliance of CRAR norms. |
| 15 | A certificate from the Auditor concerned regarding Gross NPA and Net NPA (Gross NPA of Society should be less than 7% and Net NPA should be less than 3% as per the audited results). |
| 16 | A certificate from the Auditor concerned regarding net profit (net profit should be positive as per the audited result in each of the last three accounting years). |
| 17 | A certificate from the Auditor concerned to the effect that Society is consistently maintaining liquidity buffer as per the stipulation in the guidelines/Order dated 22.01.2024, without any default |
| 18 | A certificate from the Auditor concerned to the effect that Society has strong internal control system in place and adhere to appropriate KYC processes and established customer grievance redressal mechanism among others. |
| 19. | MSCSs not meeting the criteria as per S. Nos. 14 to 18, shall submit their Annual Business Plan (ABP) as mentioned in para 8 (i) of above Order dated 22.01.2024 and open branches as per ABP only after receiving approval from the CRCS. |

This issues with the approval of the competent authority.

Yours faithfully,


(Jitender Nagar)

Deputy Commissioner (Cooperation)

Copy to:

1. PS to CRCS
2. Joint Registrar (IT Cell) for making changes in the concerned module.
3. CRCS website/ guard file