

NOTICE BOARD

Name of the office- Office of the Assistant Registrar Cooperative Societies Kinnaur Himachal Pradesh Shimla-9.

Name of the Designated Officer- Sh. Lekh Raj Negi
Designation- Assistant Registrar Cooperative Societies Kinnaur (under F.R 49)

Sr. No	Name of the service/Public Service.	Designated officer	Documents to be attached with the application.(list enclosed)	Stipulated time limit for providing service (s).	Name and address of the first appellate authority.	Stipulated time limit for disposal of first appeal.	Name and address of the second appellate authority.
1.	2.	3.	4.	5.	6.	7.	8.
1.	Registration of Co-operative Societies under H.P. Cooperative Societies Act, 1968	a)Assistant Registrar Cooperative Societies (ARCS) of concerned area for primary societies	The application notified by the Department under PSG Act has been uploaded on the Departmental website.	a) Scrutiny of proposal and communication of deficiencies/discrepancies, if any- 21 days b) Issuance of registration certificate after receipt of complete proposal- 15 days.	Joint/Additional Registrar Cooperative Societies(for primary Coop. Societies)	30 days which can be extended upto a maximum period of 45 days by recording the reasons in writing.	State Information Commissioner H.P Shimla-2.

2.	Amendment of byelaws: a)Primary Cooperative Societies, except Coop. Banks .	Assistant Registrar concerned	As uploaded on the official website of the department i.e coophp.nic.in	(A) Scrutiny of proposal communication of deficiencies/discrepancies, if any – 21 days. (B) Registrar of amendment after receipt of complete proposal-within 15 days.	Joint/Additional Registrar Cooperative Societies(for primary Coop. Societies)	30 days which can be extended upto a maximum period of 45 days by recording the reasons in writing.	State Information Commissioner H.P Shimla-2.
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(1) Name and designation of the person authorized to receive application (s) Ms. Vijay Luxmi, Clerk office of the AR Kinnaur
In the office of the designated officer.

(2) Time limit for filing the first appeal. 30 days

(3) Time limit for filing the second appeal. 60 days

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1.	2.	3	4	5	6	7	8
1.	Registration of Co-operative Societies under H.P. Cooperative Societies Act, 1968	a)Assistant Registrar Cooperative Societies (ARCS) of concerned area for primary societies Deputy/ Joint/ Additional Registrar for	The application notified by the Department under PSG Act has been uploaded on the Departmental website.	a) Scrutiny of proposal and communication of deficiencies/discrepancies, if any- 21 days b) Issuance of registration certificate after receipt of complete proposal- 15 days.	Registrar Cooperative Societies Secretary (coop.) (For state level Coop. Institutions)	30 days which can be extended upto a maximum period of 45 days by recording the reasons in writing.	State Information Commissioner H.P Shimla-2.

		secondary societies					
2.	Amendment of byelaws: b) Secondary Cooperative Societies, except Coop. Banks.	Deputy Registrar Concerned		(A) Scrutiny of proposal communication of deficiencies/discrepancies, if any – 21 days. (B) Registrar of amendment after receipt of complete proposal-within 15 days.	Registrar Cooperative Societies	30 days which can be extended upto a maximum period of 45 days by recording the reasons in writing.	State Information Commissioner H.P Shimla-2.
3.	Registration of Societies under H.P. Societies Registration Act,2006	a)Deputy Registrar of Societies (SDM) for Sub –Division level Societies b)Addl. Registrar of Societies (Deputy Commissioner) for District level		a) Scrutiny of proposal and communication of deficiencies discrepancies, if any- 21 days. b) Issuance of registration certificate after receipt of complete proposal- 15	D.C. of the Concerned District. Registrar Cooperative Societies	30 days which can be extended upto a maximum period of 45 days by recording the reasons in writing.	State Information Commissioner H.P Shimla-2.

		Societies. Registrar of Societies for State level Societies.		days.	Secretary (coop.) (For state level Coop. Institutions		
4.	Amendment of Byelaws of Societies under H.P. Societies Registration Act, 2006.	a)Deputy Registrar of Societies (SDM) for Sub –Division level Societies b)Addl. Registrar of Societies (Deputy Commissioner) for District level Societies. Registrar of Societies for State level Societies.		a) Scrutiny of proposal and communication of deficiencies discrepancies, if any- 21 days. b) Issuance of registration certificate after receipt of complete proposal- 15 days.	D.C. of the Concerned District. Registrar Cooperative Societies Secretary (coop.) (For state level Coop. Institutions	30 days which can be extended upto a maximum period of 45 days by recording the reasons in writing.	State Information Commissioner H.P Shimla-2.

(4) Name and designation of the person authorized to receive application (s) _____

In the office of the designated officer.

(5) Time limit for filing the first appeal. 30 days

(6) Time limit for filing the second appeal. 60 days