

OFFICE OF THE REGISTRAR CO-OPERATIVE SOCIETIES, HIMACHAL PRADESH, SHIMLA  
BLOCK NO. 25, SDA COMPLEX, KASUMPTI, SHIMLA-171009

**NOTICE**


FOR INVITING APPLICATIONS FROM RETIREE INSPECTORS/DI/DAO/OFFICERS OF THE DEPARTMENT OF COOPERATION FOR EMPANELMENT OF THEIR NAMES ON THE PANEL OF AUDITORS TO BE APPROVED BY THE STATE GOVT. FOR CONDUCTING THE AUDIT OF THE COOPERATIVE SOCIETIES/INSTITUTIONS REGISTERED UNDER THE H.P. COOPERATIVE SOCIETIES ACT, 1968 (ACT NO. 3 OF 1969) .

In pursuance to the provisions contained in section 61 of the H.P. Cooperative Societies Act, 1968 (Amended) read with Rules 83, 83A and 84 of the H.P. Cooperative Societies Rules, 1971 (Amended Rules 2021) the State of Himachal Pradesh proposes to prepare a panel of auditors through undersigned.

Therefore, applications are invited from eligible Retiree Inspectors/DI/DAO/Officers who are willing to conduct audit of the cooperative societies/institutions as previous panel of retiree auditors prepared by the Registrar Cooperative Societies, Himachal Pradesh stands cancelled subsequent to the aforesaid amendment. These applications shall be submitted to the Assistant Registrar Cooperative Societies in a sealed envelope, from where the retiree auditor ordinarily resides latest by 16/08/21, who will after scrutiny of the applications in terms of the provisions of the H.P. Cooperative Societies Rules and norms (**Annexure-A**) available on the website of the department i.e. **coophp.nic.in** shall further submit them to the Registrar Cooperative Societies H.P. on the prescribed proforma (**Annexure-B** which can be downloaded from the website of the Department) through email id i.e. **rco-shp@nic.in** as well as a hard copy of complete set in a sealed envelope latest by 20/08/21 (4.00 PM).

Audit fee shall be paid to the auditors by the cooperative societies/institutions as per the schedule of fee decided by the Registrar Cooperative Societies, Himachal Pradesh from time to time.

The applications received prior to the date of notice or after due date shall not be considered for empanelment and the same shall be deemed to be rejected.

  
(Rajesh Sharma, IAS)  
Registrar Cooperative Societies,  
Himachal Pradesh, Shimla-9

## Annexure-A

### **Terms and conditions for empanelment of retirees for conducting the audit of Cooperative Institutions/Societies.**

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1. In order to ensure fairness in conducting audit of the democratic institutions like Cooperatives and to negate the accusations of being biased, no Retiree Auditor, willing to serve on the panel, shall indulge in any political activity or become agent or member of any political party to. The Retiree Auditor found to have become an active member/office bearer of a political party shall become ineligible for continuing on the said panel after giving him an opportunity of being heard.
2. The retired departmental auditors should have a very good past service record unblemished of departmental proceedings throughout the entire service.
3. The retiree auditors should possess the HDC/JBC diploma certificates.
4. No retiree shall be empanelled as auditor unless he/she possesses practical working experience of at least 10 years in audit.
5. The audit fee/remuneration of the Retiree Auditors shall be the same as fixed by the Registrar Cooperative Societies from time to time in such a manner as he may deem fit.
6. If at any stage the Retiree Auditor indulges in malpractices or is found guilty of corrupt practices he/she shall be debarred from conducting the audit of Cooperative Societies/institutions forthwith and his candidature on approved panel of Retiree shall be cancelled and he will also be held responsible for criminal proceedings.
7. If any retiree auditor does not submit the audit reports within stipulated period as per the section No debarred from the panel of the Retiree Auditors.
8. The Retiree Auditor should not be a member of the cooperative society/institution of which he is conducting the audit. He shall submit declaration to the concerned ARCS in this regard before taking over the audit of the society.
9. The Retiree Auditor who has already been de-empanelled/pending proceeding by this office shall not be eligible for fresh empanelment.
10. The Retiree Auditor shall apply only for one Assistant Registrar Circle.



(Rajesh Sharma)

Registrar Cooperative Societies,  
Himachal Pradesh, Shimla-9

I.....(Name), ..... (Designation) hereby certify that the information provided in this application form and attached with this application is correct and true to the best of my knowledge.

Name and signature of the applicant

**Annexure-B**

1. Name of the Retiree Official/Officer :.....
2. Designation :.....
3. Date of Retirement :.....
4. Distt./Circle of Retirement :.....
5. Distt./Circle from where applied  
for the empanelment :.....
6. Experience of Retiree as auditor (in years) :.....
7. Does the retired official/officer has conducted :.....  
the audit as per the guidelines of the  
Department in previous years.
8. Whether the retiree official/officer has ever :.....  
been punished for negligence/carelessness in  
conducting any audit.



(Rajesh Sharma)  
Registrar Cooperative Societies,  
Himachal Pradesh, Shimla-9