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

2.	Amendment of		As uploaded on the	(A) Scrutiny of	Joint/Additional	30 days	State
	byelaws:		official website of the	proposal	Registrar Cooperative	which can	Informatio
	\D :	Assistant Registrar	department i.e	communication of	Societies(for primary	be	n
	a)Primary		coophp.nic.in	deficiencies/discrepan	Coop. Societies)	extended	Commissi
	Cooperative	concerned		cies, if any – 21 days.		upto a	oner H.P
	Societies, except					maximum	Shimla-2.
	Coop. Banks					period of	
						45 days by	
						recording	
				(B) Registrar of		the reasons	
				amendment after		in writing.	
				receipt of complete			
				proposal-within 15			
				days.			

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

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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 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/discrepa ncies, 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 Informatio n Commissi oner H.P Shimla-2.

2.	Amendment of byelaws: b) Secondary Cooperative Societies, except Coop. Banks.	Deputy Registrar Concerned	(A) Scrutiny of proposal communication of deficiencies/discrepan cies, 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 Informatio n Commissi oner 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 Informatio n Commissi oner 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 Informatio n Commissi oner 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