

1) **REGARDING MEMBERSHIP**

1. Members should not be more than plots/flats
2. No new member shall be enrolled in the society except with the prior approval of ARCS concerned after process of allotment of flats/plots is carried out by the society subject to availability of plots/flats.
3. A member of the society who does not pay the cost of flat/plot and any sum due and continued defaulter for 90 days should be ceased after due procedure. Notice to member for cancellation and copy of letter to DRCS.
- 3(a) In case, if plot / flat has already been allotted, such allotment should be cancelled and he should be ceased from membership.
4. No member of the society shall hold more than one plot/flat in his/her own name or in the name of spouse or dependent children.
5. Application by proposed society shall be in duplicate along with residential proof and photograph of each member duly attested by the competent authority.
6. Share money /admission fee from member shall accept only through Draft at the time of registration of the society.
7. Membership and Share transfer shall be with the approval of ARCS only and such transfer shall be recorded in the Membership Register with the society as well as Duplicate Membership Register maintained in o/o ARCS.

2) **REGARDING ALLOTMENT OF FLATS/PLOTS**

- 1) Allotment of plots/flats shall be made in General Body Meeting of the society. Only those members shall be eligible for allotment of plots/flats that have paid the required amount called by the society. In case any member is not present in such General Body Meeting of the society at the time of allotment, then the President of the society as the person chairing the General Body Meeting shall be authorized to take the required action on behalf of the absentee member to take part in the process of draw of lots. The process of allotment through draw of

lots shall be video-graphed. Allotment of flats shall be made in the presence of nominee of RCS in General Body Meeting.

- 2) A condition shall be imposed on the society that it must purchase land within 1 year could be extended upto another one year total period not more than two years with the prior approval of ARCS after registration, failing which its registration shall be cancelled.
 - 3) Allotment of plots/flats shall be made strictly on seniority as per membership register.
 - 4) Cancellation of plots shall not be allowed on the ground that the member is not residing or has moved out of the area of operation of the society. Similarly no member shall be expelled on above mentioned ground.
 - 5) Before the society cancels the allotment of member on the basis of grounds mentioned in the Bye-laws of the society, he should be given 3 month extended upto 6 month time to make the required payment due from him to the society. Proper Notice to the member must be ensured in all such cases.
 - 6) The society shall be at liberty to forfeit upto 10% of the deposit of the member lying with the society at the time of expelling member in accordance with the Act, Rules and the Regd. Bye-laws of the society.
 - 7) Tenders may be called for construction of flats under intimation to the concerned ARCS. The proceeding of the meeting shall be video-graphed.
- 3) OTHER.
- 1) ARCS concerned shall be Govt. Nominee on the Managing Committee of the society. While registering a society, restrictions may be imposed upon the Managing Committee of the society regarding the maximum number of members to be enrolled by it in the society.
 - 2) It shall not be mandatory for Coop. H/B Societies to be the member of Housefed.
 - 3) Govt. Nominee shall be in the executive committee of the society.

- 4) General Body of the society must meet once in a year other than the election. The Managing Committee can be superseded if General Body Meeting is not called during the year. Govt. Nominee must be present in the General Body Meeting. If Govt. Nominee fails to attend the meeting, for a valid reason to be intimated in writing to the society with sufficient notice, meeting should be attended by an alternative nominee to be sent by the controlling office. If the nominee fails to attend without any reason, action will be taken against him.
- 5) In case the membership is more than 100, notice should be published in Cooperative magazine of Puncodfed.

OTHER

- 1) Govt. Nominee shall be in the executive committee of the society.
- 2) It shall not be mandatory for Coop. HMB Societies to be the number of the maximum number of members to be enabled by it in the society.
- 3) be imposed upon the Managing Committee of the society regarding the number of the society. While registering a society, restrictions may be imposed upon the Managing Committee of the society regarding the number of members to be enabled by it in the society.
- 4) ARCS concerned shall be Govt. Nominee on the Managing Committee of the society.