

NOTICE BOARD

Name of the office-

Office of the Assistant Registrar Cooperative Societies, L&S at Keylong

Name of the Designated Officer-

Smt. Santosh Kumari

Designation-

Assistant Registrar Cooperative Societies

Sr. No	Name of the service/Public Service.	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
1.	Registration of Co-operative Societies under H.P. Cooperative Societies Act, 1968	The application notified by the Department under PSG Act has been uploaded on the Departmental website.	The application notified by the Department under PSG Act has been uploaded on the Departmental website.	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.
2.	Amendment of byelaws: b) Secondary Cooperative Societies, except		(A) Scrutiny of proposal communication of deficiencies/discrepancies, if any – 21 days.	Registrar Cooperative Societies	30 days which can be extended upto a maximum period of 45	State Information Commissioner H.P Shimla-2.

	Coop. Banks.		(B) Registrar of amendment after receipt of complete proposal-within 15 days.		days by recording the reasons in writing.	
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(1) Name and designation of the person authorized to receive application (s) _____

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