

**CENTRAL GOVERNMENT EMPLOYEES MUTUALLY AIDED CO-OPERTIVE
HOUSE BUILDING SOCIETY LTD.,
MADANAPALLE**

D NO.III-161-28/1, SBI Colony Extension, NLF School Road
MADANAPALLE – 517 325, Chittoor District (AP)

BYE – LAWS

1. NAME AND ADDRESS:

The name of the co-operative society shall be CENTRAL GOVERNMENT EMPLOYEESMUTUALLY AIDED CO-OPERTIVE HOUSE BUILDING SOCIETY LTD., MADANAPALLE. It shall be co-operative Societies Act., 1995.

The address of Head Office of the CENTRAL GOVERNMENT EMPLOYEESMUTUALLY AIDED CO-OPERTIVE HOUSE BUILDING SOCIETY LTD., MADANAPALLE, No.III-161-28/1, SBI COLONY EXTN., NLF SCHOOL ROAD, MADANAPALLE – 517 325, CHITTOOR DIST. AP.

2. Area of Operation

The area of operation of the CENTRAL GOVERNMENT EMPLOYEESMUTUALLY AIDED CO-OPERTIVE HOUSE BUILDING SOCIETY LTD., Madanapalli Extends to the area of Madanapalle division.

3. Difinitions:

Words and expression appearing in these byelaws shall have the following meaning unless the context otherwise requires.

- A. Act means the Andhra Pradesh mutually aided cooperative societies Act, 1995.
- B. Board means the board of directors of the society.
- C. General Body means the body of the members of the society.
- D. Members means full-fledged member of the society.
- E. Registrar means the registrar within the meaning of the Andhra Pradesh mutually aided cooperative societies Act, 1995.

4. Objects:

- 1. The object of the society shall be to carry on for the benefit of the members, buying & selling of land hiring and letting development of land for lay out and constructions of houses in accordance's with co-operative principles and to give or secure loans to the members for construction new dwelling houses.
- 2. To promote economic and status of their members through thrift, self-help and mutually aid in accordance with the principles of co-operation as enunciated in section 3 of the Act.

5. Basic Principles:

- 1. Our society's affairs shall be guided by the principles of co-operative adopting these principles in our co-operative: we shall adhere to the following.



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2. All the applicants from area of Madanapalle division, who wishes to join in our co-operative society, shall do so, voluntary.
3. Our co-operative society shall regards and respects to its members but as contributors of capital, but also as responsible users and contributors of services. Decision making rights and distribution of surplus shall be guided by these laws.
4. The affairs of our cooperative shall be managed in accordance with these Bye-Laws by persons elected or appointed by the members and accountable to them. Every member shall have a vote if he fulfils his responsibilities as specified in these bye-laws.
5. surplus or deficit arising out of transactions each year shall be distributed among the members in proportion to their transactions with the society. Surplus may also be used for them development of our business and for other services.
6. Our society will arrange on regular basis for the education in cooperation of our members, staff and board members.
7. In orders to best serve our members, we shall cooperate activity with cooperative especially other cooperatives dealing with similar activities.

6. Activities and Services.

In furtherance of its objectives either by itself or in collaboration with other cooperative financial and development organization, the society will.

- a. Assist, encourages and afford all facilities and programmes meant for enhancing the economic productivity and income of members and assets formation in the name of the members.
- b. Liaison with related agencies such as government, regulatory authorities, cooperatives financial instruction, banks, development agencies, federal cooperative, local bodies etc, for obtaining loans/money for any benefit or promoting the interest of the members and the society.
- c. Invest its resources including surplus funds in shares and securities of other cooperatives and public financial institutions, in movable and immovable properties in non speculative, manner for the augment of the society and furtherance of them.
- d. Collaborate with cooperative, financial and development organizations in financial and technical terms and promoted subsidiary or new organization of necessary.
- e. Undertaken any activity and provide necessary services, activities related to public for the welfare of its members and its employed.
- f. Undertaken any other activity, which is incidental and essential for attainment of its aim.
- g. Enter in to arrangements with any government, state, municipal, local or any other authority or with any local nation and international developments agencies and to obtain any advantage for the society or for its past and present members and their families.

7. Membership:

- a. To join as member in the said society, he/ she should be an employee/ pensioner of central Government, Central Public Sector Undertakings, Autonomous Bodies, Quasi Government Organizations are eligible. Such organisations shall be come under the central Government Act, Rules, and guidelines .
- b. All the applicants in Madanapalle Division, who have completed 18 years of age who is committed to subscribe regularly to thrift deposits and repay the loans taken in time as per the repayment schedule and abide by the code of conduct, if any as may be evolved by the society from time to time and willing up accept responsibilities of members is eligible become member of the society.



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- c. A member is adjudged by a court as defaulter or as un discharged insolvent or has been sentenced for any offence involving moral turpitude, or is members of any similar society or is a member who resigned and a period of three years has not lapsed from such date, or is an employee of the society shall not be eligible for becoming member of the society.
- d. The applicant have to apply for membership in such form as required and specified by the board and submit it to the chief executive officer who will in turn place it before the board for approval. The decision of the board on this matter is final, subject to the provisions of the act. The applications for membership shall the decision together with reasons shall be communicated to the applicant. In case, it is decided to admit the applicant as full-fledged member of the society, the applicant has to remit atleast the value of one share of Rs.1000/- [One thousand] amount and admission fee of Rs.300/- [three hundreds].

8. Members Responsibilites:

1. The members should fulfil all necessary norms requirements as may be decided by the board for procurement of land and approval of Madanapalle Special Grade Municipality or the concerned Revenue / Civic authorities.
2. He shall be required to fulfil responsibilities as required in the bye-laws and by the board or general body from time to time in the interest of functioning of the society.

9. Rights of Members:

Each member shall have the following rights whose exercise or enjoyment shall be subjective to bye-laws.

1. Right to services mention in bye-law No.6.
2. Right to participation and attend annual general meeting.
3. Right to receive annual report and account by payment.
4. Right to see the accounts in the society and obtaining a copy of the same by payments as specified by the board.
5. Right to share the surplus, based on the services transaction with the society as may be decided by the board/general body.
6. Right to see audited statements of accounts the report of the auditors and the complained report.
7. Right to revive a copy of the minutes of general body meeting and to see minutes books pertaining to the general meetings.
8. Right to see copy of up and date bye-laws of the co-operative and to obtain a copy at the time of membership by paying required fee.
9. Right to see copies of any inquiry/audit report or special audit or special audit report.
10. Right to see copy of the Andhra Pradesh mutually aided co-operative societies Act, 1995 with the latest amendments.

10. Members Liability:

1. The liability of the members, past members, and office bearers is confined to the debts contracted by the society to the extent of the benefit availed by the member proportionately. The liability of past members existed on the date of cessation of their membership shall be continued for a period of two years from such date.
2. The liability of the office bearers and board of directors shall be in addition to the liabilities covered under item no.10(1)



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11. Condition for Exercising/Enjoying Rights of Membership:

1. In order to exercise the right of vote and to avail the services list under bye-law No.6 in a year.
 - a. He shall have fulfilled, in the previous completed financial year beginning 1st April ending 31st March the following conditions.
 - b. He should have fulfilled all the responsibilities of members, as laid down under bye-laws No.8.
 - c. A person shall be a member for at least one year before voting eligible to exercise to cast his vote.
2. The Secretary, shall by 30th April of each year, prepare a list of all members making each name the fulfilment or otherwise of each of the condition necessary for exercising/enjoying the rights of membership. The list shall also clearly indicate the members who will be eligible to exercise and enjoy their right of membership. After giving notice to such members and providing reasonable time and opportunity, the board may if not convinced the explanation of ineligible shall display such list of ineligible members on the notice board of the society.

12. Withdrawal of Membership:

1. Members may if he so desires, withdraw from membership for this purpose he may bound over to the president a letter expressing his wish to withdraw from membership. The president shall place this before the board at its next meeting.
2. The board may permit withdrawal placing such conditions, as it deems necessary, keeping the larger interest of other members in view.

13. Cessation of Membership:

1. The membership of a member of the society shall cease:
 - a. On acceptance of resignation from membership by the board after clearing all obligations and dues outstanding.
 - b. On acquiring any of the disqualification mentioned in bye-law 8,12 & 13.
 - c. On death.
 - d. On expulsion from membership by the board of society for activities detrimental to the interest of the society its members.
2. In case of expulsion or cessation of membership, the balance of share capital and other amount to the credit of such members after deducting all dues and liabilities shall be paid to a member or to his legal heirs in case of death, in accordance with the rules of administration of the society. He shall after expulsion or cessation for a period of two years from the date of such expulsion or cessation.
3.
 1. Every member may nominate person or persons to whom in the event of his death, his shares or interest in the society shall be transferred to the value of the shares and any other money due to form of society be paid. The nomination shall in the event of death of the member be given effects to by the board of directors, provided that,
 2. The nomination was signed by the deceased in the present of two witnesses attesting the same and
 3. The nomination shall be registered in the books of the society. Provided, further that the estate of a deceased members, shall be liable for debts and other obligations of the society for a periods of two years after his death.




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14. Minimum Performance of Members:

1. Each full-fledged member of the society shall pay the necessary fees, charges etc. And shall not default any other sum of the society beyond 180 days during a year on demand for payment to be made for providing housing facilities.
2. Members who have not satisfied the criteria mentioned in bye-law No.13 and who have not been a member of the society for the last one year as on the date of notification of election or the date of meeting as the case may be, shall not be eligible to exercise any of the rights of membership including the right to vote on any matter and contest in elections.

15. Board of Directors:

1. The executive management of the affairs of the society shall vest in the board of directors consisting of 15 members elected by the general body.
2. The board shall be responsible for conduct of elections. The election shall be by show of hands. However, if the general body resolves by two-third majority election shall be held by secret ballot. A notification for election to the board specifying the dates of filling nominations, scrutiny and withdrawal of nominations and date, time and place of polling shall be issued by the election officer appointed by the board at least 30 clear days prior to the date of election. Each member, who has been a member for the last one year on date of poll, shall have the right to vote. The term of board of directors shall be 3 years. The 5(five) directors shall retire every year, 5(five) new directors shall be elected at once every year provided further that at the first elections all the directors shall be elected at once and their terms staggered by drawal of lots specifying different terms. The retiring director is however be eligible for re-election. The new director shall assume charge on 1st July of the year in which he is elected and retire on 30th June of the year in which his term expires. The provision is not applicable in the case of casual vacancies or election conducted at the present year of registration which shall be governed by limitations of the act.
3. The board of directors shall elect every year from among themselves a president, vice-president immediately after, election to the board are over. The out-going president, the vice-president are eligible for re-election.
4. The criteria for being chosen as director and for continuing as director shall be as per the provision of section 21 of the act. A "Director shall cease to be director if he ceased to be a member.
5. The board shall meet once in every month for formulating policies and reviewing business and administration of the society.
6. A board meeting shall be convened by the President/Manager by giving a 7 clear days notice by post local delivery / electronic communication to all directors. An emergency meeting may be convened with a shorter notice's in emergencies orders through circulation to a majority of directors may be obtained by the manager.
7. The quorum for a board meeting shall be at least eight. Every decision will be taken by a simple majority. The presiding officer shall votes only in the ends of equality of votes. Any directors absent at three consecutives board meeting without leave of absence as ceases to be the director. The person who chaired the meeting shall record the minutes.




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16. Functions of the Board of directors and other office bearers:

1. In the addition to the function specified under the provisions of the act and the byelaws, the board shall be authority for.
 - a. Admission and removal of membership when admission or removal exceeds 10 members in a month, it must have the approval of the general body.
 - b. Interpret the organizational objectives and set up special goals to be achieved.
 - c. Periodical approval of operation plans and budget.
 - d. Formulate rules of business and administration and arrange for carrying on the business and administration of the society.
 - e. Raise funds for society and control all financial affairs and reviews the accounts of the society.
 - f. Appoint attorney, agents etc., for the society to defend and institute legal proceedings on its behalf.
 - g. Acquire, purchase, own lease, mortgage, hypothecate, dispose of movable and immovable assets for attain the objects of the society.
 - h. Appoint staff members and formulates policies etc., to be paid by the members.
 - i. Open branches for the efficiency of business and administrative convenience and greater service to member.
 - j. Appoint branch management committee and such other committees with specific functions, power, tenure etc. And reconstitute the same or remove any or all the committee member at any time.
 - k. Utilize and invest funds in the best interest of the members and the society.
 - l. Fill up vacancies on the board, if any by-co-option for the period remaining in the terms of the vacating members.
 - m. Arrange for audit and submit the report and accounts to the general body.
 - n. Authorize/designate officers for operation of accounts with bank and other organizations.
 - o. Authorize members/officers to represent it at other forums.
 - p. Elect and recall president and vice-president.
 - q. Take required personnel on deputation from government department or from any other source on such terms and condition mutually agreed upon.
2. The president shall preside-over all the board and general body meetings. The president shall be one of the signatories on all legal documents executed by the society. The president shall exercise some other powers as may be delegated by the board and specified in the policies framed or resolution adopted by the board. The chairperson is only have a casting vote in the event of equality of votes on any matter being decided upon by the board.
3. The vice-president shall discharge the duties, perform the functions and exercise the power of the president during the vacancy in the offices of the president for more than one month.
4. **Manner of Removal of Directors:**
 1. The general body is competent for removal of any director on the following grounds, if the director acts against the interest of the society, involved in misappropriation, fraud, breach of trust or acts against the provisions of the act, rules and byelaws.




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2. The board may consider by simple majority proposal of the removal of director/directors. In such case, an opportunity has to be provided to the director so as to defend his/her case to the board of directors in their meeting considers that the defence put forth by the director is not convincing, the board may propose for removal of the director/directors in the annual special general body meeting with 20 clear days notice duly specifying the agenda to be discussed in the meeting.
3. If the general body resolves by 1/5th of the total members of the society with voting right present and voting in the general body the director, directors ceases with effect from the date of resolution.
4. In case, 1/3rd members of the total members gives notice for convincing special general body meeting for removal of director/directors, by indicating the reasons for removal, the secretary within 5days may ask the director/directors to defend his/their cas giving 15days time. The Secretary shall convene general body meeting giving 20 clear days notice and places the subject and defence of the director/directors before the general body for decision. If the general body decides for removal with majority as indicated above, the director/directos cease with effect from the date of resolution.


17. Powers of President & Vice-President:

1. The president shall have overall superior and control over affairs of the society. The president shall preside over all the board and general body meeting. The President shall be one of the signatory's on all legal documents executed by the society.
2. The vice-president shall discharge the duties, perform the functions and exercise the power of the president during the vacancy in the office of president, or in the absence of the president for more than one month.
3. To sue or to be sued on behalf of the society.

18. Functions of Secretary:

1. The secretary shall be vested with following power/functions and responsibilities in so far as they are not inconsistent with any other provisions mentioned elsewhere in the byelaws.
 - a. To convene and attend the meeting of the general body, board of directors and other committees and take action for implementation of their resolutions.
 - b. To assign on behalf of the society and carry out his correspondence.
 - c. To maintain the records and properties of the society.
 - d. To exercise administration control on employees.
 - e. To furnish the board with periodical information necessary for appraisal of operation and assist the board in formulation of policies and in planning.
 - f. To be a member on all committees constituted by the board, except otherwise specified by the general body/board of directors/president.
 - g. To perform functions assigned by the general body/board of directors/president.
 - h. To see all that is necessary to carry on the day to day functions and business of the society.
 - i. The Secretary may delegate any of his/her functions to any of his sub-ordinate office / directors of the society with approval of the board.




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19. Secretary:

1. The secretary shall take charge of all amounts received by the society and make disbursement in accordance with directions of the managing committee and president. On cash book he shall sign in correctness and produced the cash balance whenever called upon to do so by any member of the committee or registrar or any other office authorized by the registrar by the personal custody a sum not exceeding the limit fixed by the board from time to time.
2. To endorse, sign on cash/cheque, transfer, negotiate promissory note, issue receipts and vouchers securities and other instruments on behalf of the society along with such other as the board may returns to the authorities concerned.

20. General Body:

1. The general body is the authority to dealt with the affairs of the society.
2. The following matters shall be dealt with by the general body.
 - a. Elect Directors.
 - b. Consider long term prospective plan and budget.
 - c. Consider annual operational plan and budget for the current financial year and also a tentative plan. And budget for the first quarter of the next financial year also.
 - d. Consider audited annual accounts auditor's report and audit compliance reports relating to the previous financial year.
 - e. Approve, appoint auditors, internal auditors for the current financial year.
 - f. Distribute surplus/deficit relating to the previous financial year.
 - g. Create reserves and special funds.
 - h. Review on Utilization of various reserves and funds.
 - i. Review attendance of directors at board meeting.
 - j. Review fulfilment of other obligation by directors, including business done with the cooperative.
 - k. Fix remuneration and / or allowance to be paid directors, internal auditors or other members for various services (rendered by them).
 - l. Review membership of the society in other cooperative institutions.
 - m. Review collaboration with other organization.
 - n. Amend the Byelaws when required.
 - o. Appoint sub-committee for specific purposes including arbitration.
 - p. Consider any other matters placed by the board of directors for discussion.
- III. The meeting of the general body will be of two types.
 - a. Annual General Body meeting.
 - b. Special requirement general meeting.




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- IV. The annual meeting of the General Body shall be convened twice in a year before March and September every year as per the procedure laid down by giving a clear 15days notice.
- V. The notice for the annual/special/Requisitioned General Meeting shall be sent either by post or local delivery/electronic communication or by publication in local newspaper. The quorum for the general meeting is 1/5th of the total number of members having the right to vote, as on the date of meeting. A requisitioned meeting of the general body shall be convened by the board if at least 1/10th of the members of the society having the right to vote have made a requisition stating that the purpose of the same. A special meeting of the general body may also be convened for special purpose by the board as and when necessary. A clear 15days notice through the President / Chief Executive of Society will be given for all such meetings. A special / Requisitioned general meeting shall deliberate only the subject specified in the notice.
- VI. The president shall preside – over the meeting of the general body. In the absence of the president, Vice-President shall preside. In the absence of both, the general body may choose a person from among the member to preside-over the meeting. Every member present shall have only one vote. All questions except those relating to the amendments of byelaws shall be decided by majority of votes of the members present and voting. When Votes are equal, the president/chairman of the meeting shall have a casting vote.
- VII. Any amendment to byelaws shall be made only a resolution passed by 2/3rd majority of the members having right to vote present and voting at the meeting of the general body convened for the purpose in the general meeting with prior intimation to the members.

21. LIABILITY OF DIRECTORS/EMPLOYEES:

- I) The society shall have first charge on all amounts standing to the credit of the members in the society and it may set-off any portion or entire amounts to any liabilities on his own account or as guarantor.
- II) Any expenditure should be within the limits of approved budget provisions in any given years, if the expenditure above approved budget provisions, it shall be ratified by the board and also by the general body where such ratification's is not accorded by the board and the general body it shall be make good that loss from the manager, person who is responsible for the excess expenditure.
- III) The excess expenditure is revived by the board, but not ratified by the general body, the board of directors are liable for such expenditure.
- IV) A director or employee who is guilty of misappropriation, breach of trust or any other omission or admission, resulting loss to the society as a result there or shall be personally liable to make good that to without prejudice to such criminal action to which he is liable under law.



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22. SUBSIDIARY COMMITTEES:

- 1) The general body may on the recommendation of the board set-up as many committee as necessary, by what so ever name called to assist in the affairs of the society including the settlement of membership, other disputes, to furtherance of the objectives of the society.
- 2) Each such committee shall consist of not more than 3 members who shall serve on that committee as per the terms and conditions laid down by the general body.
- 3) An arbitration committee set up under this bye-law may be approached by any member for resolution of any dispute concerning him and another member, or director or board and the committee shall take all necessary steps to resolve the conflicts at the earliest.
- 4) Any committee set-up under this bye-law shall be formal approved by the general body, but its members shall be selected on the basis of suitable board resolutions.
- 5) Any in the composition of a committee, for whatever reason shall also be made by the board, subject to the ratification by the general body.


23. PURCHASE OF LAND:

1. It shall be competent for the board of directors to buy lands either from or through government or otherwise.
2. To render the lands so purchased fit for habitation.
3. To lay down streets, roads and parcel out of the lands so house sites.
4. To sell or lease or otherwise deal the sites to members on such terms as they may determine, and
5. To provide and maintain facilities such as water supply, drainage, lighting and similar works of common utility.

1. REGULATIONS CONVEYING PROCEDURE FOR ALLOTMENT OF PLOTS TO MEMBERS:

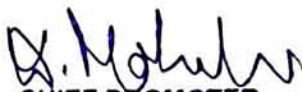
- i. The society shall, before taking up the personnel for acquiring or any time call for application for plots from its members, who are not already provided with or allotted plots by this or any other co-operative society.
- ii. The society shall maintain a register of applications and enter therein in a chronological order the particulars of applicants, dates of receipts of applications deposited towards cost of the plots and such other particulars as may be prescribed.
- iii. Plots shall be allotted strictly in the order of receipt of applications after the layout is approved.




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- iv. The society shall as far as possible, endeavour to acquire an extent of this site sufficient to meet the entire demand of the members. The society shall provide and demarcate the site into plots to suit the needs of the applications.
- v. When the total number of plots is equal to the total number of applications from members, plots shall be allotted to each member by means of lots drawn by the Managing Committee at a meeting convened by the purpose after due intimation to all the applicants. Mutual exchange of plots between member may be allowed by the Board of Directors. The choice of the applicants for particular plot shall however, is considered by the society, if there is no competitions for the same.
- vi. If the total number of plots is not sufficient to meet the needs of the applicants for plots, then the allotment shall be made in the order of admission of membership of the applicants. Provided that all such applicants have remitted necessary deposits and are otherwise eligible for the allotment of plots. Among such allottees the allocation of plots shall be decided by lots. If the total number of plots is more than the number of applicants at the time, the surplus plots should be reserves for further applicants.
- vii. No member shall be allotted more than one plot.
- viii. In the case of a joint family, one person, as may be decided by the members of such family, shall alone be considered for allotment of a plot on behalf of the entire joint family. A certificate shall be obtained by the society from each member, that no other member of the joint family has been allotted a plot either by this or any other co-operative society.
- ix. Persons who are already owing house plots or houses either in their names or in the names of any member of their families in the town or the area covered by the society shall not be eligible for allotment of plots by the society. A suitable declaration should be obtained from each applicant.
- x. Every member to whom plot has been allotted shall construct residential house within the plans and designs approved by the Society and Town Planning Dept. or such other competent authority within a period of two years from the date of allotment of the plot. If, he required any loan from the society under low income group housing scheme or middle income group housing scheme or high income group may however construct the house after the loan is sanctioned but the applicant for loan shall be made within a period of 6 months from the date of registration of the site or from the date of allotment of plot to the member.
- xi. Where the committee is satisfied, extension of time, not exceeding six month, may be granted, when site allottees proposes to construct his house with his own funds. If a member fails to construct the house within the period stipulated, the society may, with the approval of the general body, resume the site and allot it to another member. The amount of the plot paid by the member, from whom the site has been resumed, shall be paid back to him on its allotment to another member.
- xii. Every member shall pay the cost of the plot allotted to him within a period of 90days from the date of allotment. Betterment levy as charged by the society shall also be paid by the member within the time prescribed by the society.
- xiii. The society shall execute the sale deed for the plot allotted to a member on payment of all cost and fees, legal fee, Registration charges, Betterment charges, etc. in full, before the society executed the sale deed. The member shall also execute an agreement undertaking to pay to the society and additional levy that may be made by the society to meet any such further charges as it may have to incur in connection with the plot allotted to the members. No person whose plot has been allotted shall alienate the same, with or




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without construction thereon, to a member or any other person without the prior approval of the general body of the society.

CONSTRUCTION OF HOUSES: The construction of houses shall ordinarily be undertaken by the members themselves, but if the members so desired, the Board of Directors may undertake construction at the expenses and risk of the members, and the society shall in no way be responsible for any loss occurring in the course of such construction. It shall require the members concerned to pay into the society in advance the whole of the estimated cost either in one lump sum of such instalments as the Board of Directors may require, if, a building is to be constructed out of a loan or loans taken from the society, borrower concerned shall execute the necessary bond or bonds and authorize the Board of Directors to draw the money from the society from time to time as the work progress.

i. All houses shall be constructed according to the plans approved by concerned Municipal/ Revenue authorities.

25. FINANCIAL YEAR:

1. The financial year of the society shall be 1st April to 31st March of the succeeding year.

26. SHARE CAPITAL:

1. The authorized capital of the society shall be Rs.1,00,000/- made up of 100 shares valued at Rs.1,000/- each.
2. The society's shares will be made available only to members and the co-operative society will not raise share capital from any external source. Every member shall also pay Rs.1000/- as minimum share capital and Rs300/- as admission fee.
3. A member may withdraw his share capital only on withdrawal from membership. On the event of death, after settling dues to co-operative, provided that where the nominee applies for membership such amount that where the nominee applies for membership such amount shall be transferred as the share of the nominee in accord with procedures laid down by the board in this regard.
4. The maximum interest payable on the share capital in any year shall not exceed the rate of interest payable by scheduled banks in that year.

27. MAXIMUM SHARE HOLDING OF MEMBERS:

1. A Member shall hold at least one share in the society up to a maximum of 1/10th share capital of the society by Rs.5000/- whichever is less. It shall be open to the members at their option to utilize the dividend earned by them in the purchase of additional shares.

28. SOURCE OF FUNDS:

1. Fee, subscriptions, donations, contributions, share capital, other types of deposits, loans etc. from its members.
2. Grants, donations, loan, guarantees, bank and other financial institutions co-operative societies, trustees, other statutory bodies, national and international agencies.



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3. Returns and receipts arising from the regular course of business and investment of deposits, share capital etc., however the society shall not raise any share capital from the government.

29. TRANSACTIONS WITH OTHERS:

The society shall not give any loan to others, however this does not apply for transactions with its employees, co-operative federations, banks, government and public financial institutions, other co-operative bodies as specified by the board in the rules of business and administration from time to time and other transactions, related to its day-today business and management of the affairs of the society.

30. APPLICATION OF FUNDS:

1. The funds of the society including its reserves shall be spent for the purpose for which they are specifically meant for and for carrying on the activities and services mentioned in by laws No.06 and for attainment its aims and objectives.
2. The maximum borrowing limits of individual members from the society on account of and types of loans and advances availed from the society shall not exceed ten times of his share capital and thrift contributions.
3. The rate of interest payable on thrift deposits, savings deposits, recurring deposits, fixed and other deposits method of calculation of interest, incentives and other terms and conditions govern these deposits shall be as per the rules of business and administration as decided the board of directors from time to time.
4. An individual member who wants to take a loan from the society shall make agreement in the specified format and provide any other information as required by the society. The member shall also furnish the guarantees and sign a promissory note and other documents as specified by the society and the security in case of necessary.


31. MAXIMUM BORROWING POWER OF THE SOCIETY:

The maximum borrowing of the society by all means shall not exceed 25 times the sum of paid up share capital and accumulated reserves minus losses. The board shall be competent to borrow money from any source and such terms conditions to be determined by them from time to time.

32. THRIFT:

Every member shall pay minimum of Rs.500/- per year to the society. He may also contribute more. The societies shall deposit the thrift amount every year in any scheduled bank or co-operative bank. In this regard the board shall frame subsidiary rules for accounting and refund of deposits to he members.




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The provision of the Andhra Pradesh mutually aided co-operative society act, 1995 and the byelaws and rules of business and administration of the society shall be applied and adhered to in respect of procedures of the following matters.

- A. Investment of funds.
- B. Settlement of deposits, appeals and revisions.
- C. Maintenance of books of accounts and other records.
- D. Recovery of debts.

33. BYE-LAW AMENDMENT :

1. Any amendment to the bye-law shall be made by a resolution of the general body in accordance with the manner requisition under section 10 of the Andhra Pradesh mutually aided co-operative society act, 1995.
2. Any amendment to bye-laws shall be made only by a resolution passed by a two thirds majority of the members with voting right present and voting at the meeting of the general body convened for the purpose or in the annual general meeting with clear intimation to the members by 20 clear days of notice.

34. UTILISATION OF FUNDS:

The Board may authorize the secretary to utilize the funds of the society in the business and to deposit surplus funds in the banks for such period as may decided by the board, when they are not immediately required for the purpose of the society.

35. PENALTIES:

The following shall constitute offence against the members.

1. Acting against the interest of the society.
2. Not honouring board resolutions.
3. The board may impose the following penalties on the members of the above offence
 - a. Fine as decided by the board.
 - b. Removal from membership.

36. DISTRIBUTION OF SURPLUS:

1. The net surplus of the society be distributed as follows:
 - a. 20% to infrastructure. (Building & Asset replacement fund).
 - b. 20% to the patronage dividend fund to be distributed on the basis of member services to the society during the accounting year.
 - c. 20% an insurance fund.
 - d. 20% to the deficit cover fund.
 - e. 20% to the member education, research, endowments and scholarships fund.



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37. APPOINTMENT OF AUDITORS:

The general body may every year on the advice of the board by a simple majority appoint chartered accountants or staff from cooperative department as auditors and their remuneration shall be fixed by it.

38. DISSOLUTION/LIQUIDATION:

1. In the event of liquidation or dissolution of the society, any funds remaining after fulfilment of all the liabilities shall be distributed in proportion to the sum of paid-up share capital in savings deposit amount of each member as on the date.
2. Any amount that cannot be thus shares with members for whatever reasons shall be given as a donation to any of the similar Cooperative by the general body.
3. The society may be dissolved in accordance with the Act and Rules as Specified.

39. CHOOSING DELEGATION TO OTHER CO-OPERATIVES/FEDERATIONS:

The general body is competent to appoint a member or director as delegate to represent the society in other co-operative/federations.

The office bearers, staff, board and general body shall discharge their functions in accordance with Act. Byelaws and rules of business and administration without prejudice to the specific functions assigned to others.

40. TRANSITORY BYE-LAW:


The Chief Promoter shall after registration within six months conduct elections to the society as per the bye-law no.15 and provisions of the Andhra Pradesh mutually aided co-operative society act, 1995 and communicate the names of the board of directors elected along with their address to the Registrar within one month.

41. PROCEDURES:

The provisions of the Andhra Pradesh mutually aided co-operative society act, 1995 the Bye-laws and Rules of Business and administration of the society shall be applied and adhered in respect of the following matters.

- a. Amendment of Bye-laws.
- b. Mobilization and investment of funds.
- c. Maintenance of books of accounts and records.
- d. Audit of accounts.
- e. Attachment and recovery of debts, execution of decrees.
- f. Liquidation, amalgamation and division.
- g. Staffing patterns.
- h. Election.
- i. Action on audit, special audit, Inquiry report. Filing of returns.




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42. BANK ACCOUNT:

Decided to open the account in the "State Bank of India, Main branch, CTM Road Madanapalli", Branch Code 0868, IFSC SBIN0000868 which is a nationalized bank and nearest to our registered office.

Mode of Operation:

Decided to operate the bank account jointly by 1) Secretary and 2) Treasurer or as decided by the board from time to time.



Office of The Dist. Co-op. Officer
CHITTOOR

Endt., Rc. No 1364/2018-D2
Dated: 6-09-2018...

As approved and registered by me the Bye-laws of Central Government Employees M.A.C. H.B. Society Ltd., Madanapalle, Chittoor Dist. On this 06th day of September, 2018 with Regn. No. AMC/CTR/DCO/2018/154 Under Section 4(G) of A.P., M.A.C.S. Act, 1995.

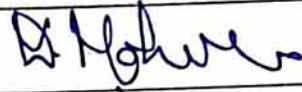


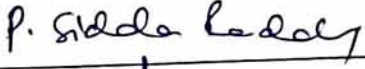
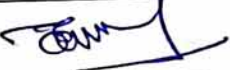
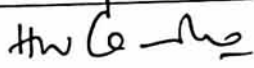


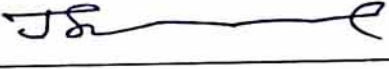
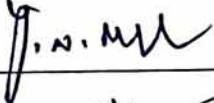

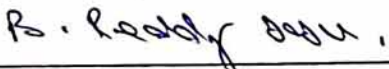
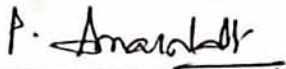

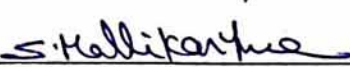



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6/9/18

C.A. Jayaram
06/9/2018
District Cooperative Officer and
Registrar of Mutually Aided Cooperative Societies
6/9/18

A. Mohan
CHIEF PROMOTER
Central Government Employee
Mutually Aided Co-op. House Building
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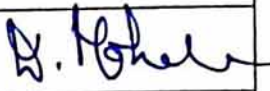


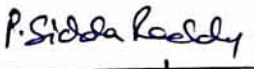
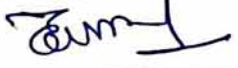

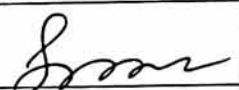




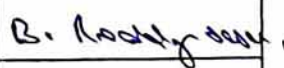
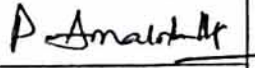
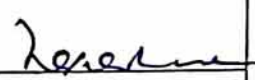
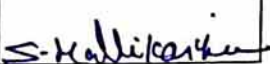
SIGNATURE OF THE MEMBERS / PROMOTERS
CENTRAL GOVERNMENT EMPLOYEES MUTUALLY AIDED CO-OPERATIVE
HOUSE BUILDING SOCIETY LTD.,

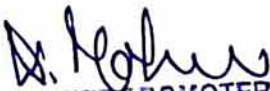
Sl No.	Name of the member with father/husband name	Signature of the members
1	D Mohan Rao, Chief Promoter S/o D Prakasham	
2	M Chennakesavulu, Promoter S/o M Venkatrayappa	
3	A Venkataramana, Promoter S/o A Krishnappa	
4	P Sidda Reddy, Promoter S/o P Ramakrishna Reddy	
5	G Chennaiah, Promoter S/o G Sundar Rao	
6	HN Kesava Charyulu, Promoter S/o H Narayana Charyulu	
7	Manohar Das Samul, Promoter S/o G Christa Das	
8	D Shoban Babu, Promoter S/o D Prakash Rao	
9	J Seetharamudu, Promoter S/o J Sreeramulu	
10	Y N Reddappa, Promoter S/o Y Narayanappa	
11	M Purushotham Reddy, Promoter S/o M Prabhakar Reddy	
12	B Reddy Babu, Promoter S/o B Badde Naik	
13	P Amarnath, Promoter S/o P Narayana	
14	D Lakshmana, Promoter S/o D Venkataramana	
15	S Mallikarjuna, Promoter S/o S Narasimhulu	


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COMMON AFFIDAVIT

The following persons who have joined to form a mutually aided coop. society, viz, CENTRAL GOVERNMENT EMPLOYEES MUTUALLY AIDED CO-OPERTIVE HOUSE BUILDING SOCIETY LTD.,MADANAPALLE, MADANAPALLE – 517 325 to Register it under the Andhra Pradesh Mutually Aided Coop. Societies Act, 1995, Solemnly declare that we will belong to separate families, We also declare that we have initially contributes Rs.1000/- as Share Capital and Rs.300/- as Entrance Fees each.

SI No	Name	Age	Address	Share Capital paid	Admission fee	Signature of Promoter members
1	D Mohan Rao, Chief Promoter	54	3-161-28-1 SBI Colony Extn. Madanapalle	1000	300	
2	M Chennakesavulu, Promoter	53	4-86, Papireddy pale, Near noorani Masiji, Madanapalle	1000	300	
3	A Venkataramana, Promoter	59	Kadiri Road, Madanapalle	1000	300	
4	P Sidda Reddy	46	3-145-A-1-7A, Prasanth Nagar Madanapalli	1000	300	
5	G Chennaiah, Promoter	49	Vangapadu Bestavari pet, Pitigayagulla	1000	300	
6	HN Kesava Charyulu, Promoter	57	1-249-D-4, West BT college ground Madanapalle	1000	300	
7	Manohar Das Samul, Promoter	57	17-288-2 NVR Street Madanapalle	1000	300	
8	D Shoban Babu, Promoter	53	3-161-18-13 -E-4, SBI Colony Madanapalle	1000	300	
9	J Seetharamudu, Promoter	55	16-106-5-4 Gangarapu layout, Madanapalle	1000	300	
10	Y N Reddappa, Promoter	46	2-250-6-F-21 Yogi vemana st, Madanapalle	1000	300	
11	M Purushotham Reddy, Promoter	53	3-46 Gurrankonda Tarigonda	1000	300	
12	B Reddy Babu, Promoter	42	No.2-250-1-57, Reddys colony Madanapalle	1000	300	
13	P Amarnath, Promoter	41	12-92/A, Thyagaraju Street, Madanapalli	1000	300	
14	D Lakshmana, Promoter	58	2-245-ES Kuravanka Madanapalle	1000	300	
15	S Mallikarjuna, Promoter	53	17-469-16A Bakavani Thota Madanapalle	1000	300	


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