

# Chhattisgarh Go-Seva Ayog Rules, 2005

CHHATTISGARH

India

## Chhattisgarh Go-Seva Ayog Rules, 2005

### Rule CHHATTISGARH-GO-SEVA-AYOG-RULES-2005 of 2005

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Chhattisgarh Go-Seva Ayog Rules, 2005 Published vide Notification No.

1098/35/98/xkSlsvk@fu0/2005, dated 24.06.2005 Last Updated 21st October, 2019 Notification No. 1098/35/98/ xkSlsvk@fu0/2005 dated the 24th June, 2005. - In exercise of the powers conferred by Section 23 of the Chhattisgarh Go-Seva Ayog Adhiniyam, 2004 (No. 23 of 2004), the State Government of Chhattisgarh hereby makes the following rules, namely : -

#### 1. Short title and commencement.

(1) These rules may be called the Chhattisgarh Go-Seva Ayog Rules, 2005. (2) It shall come into force on the date of its publication in the Official Gazette.

#### 2. Definitions.

- In these rules, unless the context otherwise requires : - (a) "Act" means the Chhattisgarh Go-Seva Ayog Adhiniyam, 2004 (No. 23 of 2004); (b) "Allowances" means travelling allowance and daily allowance ; (c) "Secretary" means Officiating Secretary, Additional Director/Joint Director, Directorate of Veterinary Services, Chhattisgarh; (d) "Fees" means registration fee for registration of institution under subsection (2) of section 11 of the Act or Fee realised under rule 05 of these rules ; (e) "Form" means the forms appended to these rules ; (f) "Registrar" means any officer appointed under Section 10 of the Act and assigned to perform the function of the Registrar; (g) "Trustee" means a person or a body of persons by whatever name and designation known in whom administration of the Institution is vested and includes any person who is authorised and liable as if he were a trustee; (h) "Working Committee" means Chhattisgarh Go-Seva Ayog Working Committee.

#### 3. Allowances.

- There shall be paid travelling and daily allowances to non-official members of the Ayog for attending the meeting of the Ayog as are applicable to grade "A" officers of the State

Government; Provided that the members shall not be paid fare of 1st class air condition by rail or any journey by Air.

#### **4. Terms and Conditions of Service of Employees.**

- As per the Set-up/Post created and sanctioned by the State Government of Chhattisgarh Go-Seva Avog by the order No. 1288/35/873/Go-seva/2004-05/Raipur/dated 15-7-2004/28-7-2004. The created and sanction set-up/post are as follow : -

- (1) (a) Deputy Director, Veterinary Service - One
- (b) Veterinary Assistant Surgeon - Two
- (c) Assistant Veterinary Field Officer - Two
- (d) Assistant Grade-II - One
- (e) Steno Typist - One
- (f) Accountant - One
- (g) Driver - Two
- (h) Peon/Choukidar - Two

(2) The Deputy Director Veterinary Service so appointed under sub-rule (1) shall also function as the Registrar of the Ayog and shall discharge such functions and duties as the Ayog may assign to him under the Act. (3) The Registrar shall be the administrative head of the office of the Ayog and shall be responsible for all transactions of the business of the Ayog. (4) All other employees shall function under the control and guidance of the Registrar. (5) All officers and employees shall be the servant of the State Government, Department of Animal Husbandry (Veterinary Services) and their service conditions shall be governed as applicable to person holding the corresponding post in their parent department and shall get such salary, other allowances, and other facilities as may be determined by the State Government to their employees from time to time. (6) Every officer and employees so appointed under sub-rule (1) of Rule 4, shall get their pay and other allowances from the budget allowed to the Animal Husbandry Department and the Employees so appointed shall be treated as on Deputation and they get Salary, under the head No. 14-2403 Animal Husbandry. (Non Plan) 5535. Chhattisgarh Go-Seva Ayog 14-Grant-in-aid Deputation Allowance shall be issued as per norms of financial Department from Time to time.

#### **5. Registration of Institution.**

(1) Every Institution which is engaged in Animal Welfare in the society may get Application form on payment of Rs. 50/- (Fifty Rupees) by Cash or by Demand Draft of Nationalised bank in favour of the Registrar, Chhattisgarh Go-Seva Ayog payable at Raipur. (2) Every Institution shall be registered under section 11 of the Act on submission of an application in Form I and II in triplicate, accompanied by a registration fee of Rupees Five hundred to be remitted in the form of a cross demand draft from nationalised bank in favour of Registrar Chhattisgarh Go-Seva Ayog Raipur which shall be non refundable. (3) Every Institution shall also furnish also with the application the following particulars, duly signed by every trustee or the person or the agent specially authorised by

the Institution : -(a)The name and address of the person/trustee/executive member of the Institution and mode of their succession of the Office of the Institution.(b)The details of the property whether movable or immovable and mode and source of acquiring it.(c)The gross annual income and its sources and expenditure of the Institution for the last three preceding years, if functioning before the commencement of this Act or otherwise since the date of establishment of the Institution.(4)The statement as provided in sub-rule (3) shall also be accompanied by a copy of deed or the instrument establishing the Institution or such other document as in the opinion of the Ayog sufficiently showing the origin, nature and object of such Institution, or if no such deed or instrument or document has been executed then the affidavit of the authorised person shall contain in full, particulars of an origins, nature and object of the Institution so far as they are known to the authorised person.(5)The statement as specified in sub-rule (4) be signed by every trustee or the person or his agent authorised by the Institution in this behalf.(6)Every person signing the statement shall be responsible for the authenticity of the information recorded in the application and shall provide the original documents, if any, as and when demanded by the Ayog for verification.(7)Institution which are registered in Chhattisgarh Go-Seva Ayog shall be only valid & entertained by the Ayog.

## **6. Register of Ayog.**

- There shall be a registrar of Ayog in Form III which shall be maintained and kept under the safe custody of the Registrar.

## **7. Scrutiny of the Application.**

- After receiving the application under rule 5 the Registrar shall scrutinise the application and ascertain the following particulars before entering the contents in the register of Institution :  
-(a)Whether the Institution comes within the purview of the Chhattisgarh Go-Seva Ayog Act, 2004 (No. 23 of 2004);(b)The details of the property pertaining to such Institution;(c)The name and address of the trustee or the executive member of such Institution;(d)The mode of succession to the office of such Institution;(e)The income and expenditure of such Institution ;(f)Source of income of such Institution ;(g)No. of Animals along with details of milch condition debility lameness age etc. in the Institution;(h)Particulars along with Number of animals in the Institution Obtained, or seizure on the way to slaughter house or any other process of Police/Judicial Custody; and(i)Recommendation of Joint Director/Deputy Director, Veterinary Service of the District, where Institution is situated.

## **8.**

While ascertaining the fact under rule 7, the Registrar shall cause notice to be served to the head of Institution or the person or specially authorised agent in this behalf by the Institution, to produce the original documents or any other information that may be deemed fit by the Registrar for verification.

## 9.

(1)After ascertaining the facts under rule 8, the Registrar shall enter all the particulars in the register of Institution, and shall place the register along with the application before the Working Committee through the Secretary of the Ayog for consideration, approval.(2)After approval of the working Committee, the Registrar shall issue a certificate of Registration in Form IV and send the same to the applicant under registered post with acknowledgement due.(3)In case the application is rejected by the Working Committee, the Institution may prefer an appeal to State Government within sixty days from the date of rejection of its application.

## 10. Operation of Funds.

(1)The funds of the Ayog shall be operated jointly by the Secretary and Registrar of the Ayog.(2)The Registrar shall be responsible for maintaining account books, relevant subsidiary register, vouchers and other related documents in the same manner as are maintained in the transaction of Government business.(3)The details of income received and the expenditure incurred during every quarter shall be submitted in the meeting before the Chhattisgarh Go-Seva Working Committee for approval.

## 11. Manner of Expenditure.

(1)No expenditure shall be incurred unless the proper sanction of the Chhattisgarh Go-Seva Ayog Working Committee Members shall be included in the Chhattisgarh Go-Seva Ayog, Working Committee as follows : -(a)Chairperson - Chairperson, Chhattisgarh Go-Seva Ayog.(b)Member - All members of Chhattisgarh Go-Seva Ayog;(c)Member - Secretary, Govt, of Chhattisgarh, Department of Agriculture (Animal Husbandry);(d)Member - Officiating Secretary, Additional Director/Joint Director, Director, Directorate Veterinary Services;(e)Member - Registrar/Deputy Director, Chhattisgarh Go-Seva Ayog.(2)After sanction from Chhattisgarh Go-Seva Ayog Working Committee the institution shall be given subsidy/grant.(3)After sanction from the working committee the Registrar with the permission of Chairperson shall disburse grant amount.(4)The working committees shall sanction an expenditure upper limit for Rs. 9.00 Lacs, maximum (Rupees Nine Lac.)(5)The grant amount payable to institution shall be in the two three instalment by discretionary power of the Working Committee and in accordance to circumstances.(6)The Expenditure on each meeting of the Ayog/Working Committee shall be permitted up to Rs. 200 per member (Government/Non-Government).(7)Welfare Expenditure in the Office of Ayog shall be permitted up to Rs. 2000 per month. (Rupees Two Thousand).(8)To meet the contingent and miscellaneous Expenditure in the Office of Ayog Rs. 2,50,00.00 (Rupees Twenty Five Thousand) allowed to keep as a permanent advance and permitted to Registrar for its expenditure.(9)For the Expenditure/Sanction above Rs. 9.00 lacs the permission from the Government of Chhattisgarh shall be necessary.(10)The Following conditions shall be necessary for the Institution for their Eligibility for the grant.(a)Registration under Chhattisgarh Go-Seva Ayog.(b)Institution shall have atleast of 100 animals, inclusive Non-profitable uneconomic, disabled and aged animals.(c)Institution shall accept responsibility of feeding and taking care of the seized Agricultural Animals.(d)Due recommendation of area member of the Ayog shall be necessary for the institution

to get the grant from the Ayog.(e)Ayog shall be empowered to inspect, review, the activities carried over by the grant provided from the Ayog. Institution shall necessarily furnish the utilization certificate for the Amount provided from the Ayog. Institution shall follow the order/instruction issued by the Ayog from time to time.(f)The amount received by the institution from the Ayog shall be advertised on the information board of the Institution.(g)The registered Institution should celebrate World Veterinary Day.(11)The Working Committee of the Ayog shall sanction the grant of the following activities.(i)For the rearing of the weak, depleted, aged animal of the institution a grant shall be sanctioned of amount of Rs. 300.00/- unit/month as per in the attached Performa 6 (Maximum limit of grant Rs. Seven lacs/per year).(ii)For the breeding improvement programme, distribution of breed able bulls shall be done (Maximum Rs. fifteen Thousand/per year).(iii)For the prevention, control & treatment of contagious disease of all animals of Institution, the grant shall be given for the vaccine and medicine to Institution (Maximum Rs. Twenty Five Thousand/per year).(iv)For supply of the drinking water production of green fodder, and irrigation, in the Institution, the grant shall be given for drilling tube well, digging dug well, pipeline for supply of water and electrification etc. shall be included in the proposals (Maximum grant Amount Rs. Fifty Thousand/as per conditions).(v)Subsidy/grant for building, shed and repair works (Maximum of Rs. One lac/per year).(vi)For Training camp for the utility/importance of cow dung urine (Maximum Rs. Ten Thousand/per year).(vii)Available cow dung, urine, waste fodder, residue in the institution shall be best utilised for making Organic Manure and Power Supply. For this grant shall be given for establishment of Bio-gas plant, Nadep Tank, Vermi composed Tank etc. This development increase the income of institution and also help for demonstration to the farmers (The Maximum Rs. One Lac/per year).(viii)Expenses for rearing of the seized animals shall be provided as per unit Rupees 10.00/per day (Performa 6)(ix)For protection for animals from natural calamities, a grant shall be provided @ per unit Rs. 10.00 per day. Maximum Fifty Thousand. As unit Prescribed in Performa 6.(In the face of calamity, if a registered institute is not present the nearest registered Institution/ Government Institution shall be extended for wok through subsidy).(x)For the animal welfare-extension and agricultural camps at village level per camp Rs. 3000/- (Three thousand) to a maximum Amount Rs. Fifteen Thousand per Institution/per year.(xi)For Institution to organizing yearly Farmers Conference, once a maximum Rs. 7000/- (Rupees Seven Thousand).(xii)For fodder development in the land of institution, maximum Rs. Twenty, Five Thousand/per year.(xiii)For the rural development activities related through schemes of State Government for land improvement fodder development environment, soil conservation etc.(xiv)Amount subsidy/grant from the Ayog shall be sanctioned on Institutions proposal and activities on priority basis. The subsidy/grant sanctioned by the Working Committee of Chhattisgarh Go-Seva Ayog shall be unanimously recognized.

## **12. Maintenance of Account by the Institution.**

(1)Every Institution registered under the Act shall submit its accounts of each year ending 31st March and submit balance sheet duly audited by a Chartered Accountant.(2)It shall be the duty of the Institution to maintain the account books, vouchers, correspondence and documents of movable and immovable properties on the general principal of book keeping of account and stores.(3)The Chartered Accountant shall specify in his audit report all cases of irregularities, illegal and unauthorised expenditure or misappropriation or fraud and state his opinion with regard to grant or

aid given to Institution & its utilisation in achieving the object for which it is granted.(4)On receipt of account, balance sheet and audit report, the Registrar of the Ayog shall critically examine the same and place it before the Working Committee of Ayog with his comments for consideration.(5)If the Working committee of Ayog is satisfied that any fraud or misappropriation is committed by any Institution with respect to any property whether movable or immovable then Working Committee of Ayog have Rights to stop the grants, cancel the Registration and forward the matter to State Government for further legal action :Provided that no action shall be taken by Working Committee of the Ayog unless a reasonable opportunity of being heard is given to the concerned Institution.

### **13. Manner of Filing Complaint.**

(1)Any person having interest in welfare of cattle, and has reason to believe that there is, -  
 -(a)Mismanagement in care and maintenance of cattle kept in the Institution;(b)Misappropriation of fund or fraud; or(c)Any unlawful act being committed by any trustee in contravention of the provisions of the Act or these rules may file a complaint to the Ayog, either in person or by registered post duly addressed to the Registrar along with a fee of Rupees Fifty by demand draft drawn on a Scheduled Bank.(2)A complainant in support of his complaint shall submit any documentary proof or an affidavit duly sworn by him.(3)On receipt of complaint, the Registrar shall endorse, therein the date of receipt and cause to be registered in the complaint register. He shall also send the acknowledgement to the complainant within three days from the date of receipt of the complaint. The Registrar shall scrutinize the complaint and place it before the Working Committee of Ayog through the Secretary of the Ayog for consideration.(4)On Consideration of the complaint if the Ayog prima-facie comes to the conclusion that there exist substantial truth in the complaint, it may order for an enquiry by such officer as may be deemed fit.(5)The officer authorised to inquire in the matter shall draw -  
 -(a)A definite and distinct articles of charges on the material substance of the complaint.(b)A statement of all relevant facts based on the substance of the complaint.(c)List of documents by which and list of witness by whom, the articles of charges are proposed to be sustained.

### **14. Manner of Inquiry.**

(1)The Inquiry Officer shall send a notice in Form V with articles of charges framed under sub-rule (5) of rule 13, stating the time, date and place of hearing, date of submission of statement of defence against the articles of charge by registered post with acknowledgement to the head of Institution and/or trustee against whom the complaint is filed.(2)On receipt of the statement of defence, against the complaint, the Inquiry Officer shall proceed with the Inquiry on the principle of natural justice.(3)The Inquiry Officer, shall follow- the following procedure, namely : -  
 -(a)Oral argument shall be recorded from both the parties.(b)Examination of witnesses of both the parties and to record their evidence.(c)Opportunity be given to both the parties to cross examine the witnesses.(d)Inquiry Officer shall maintain an order sheet of day to day proceedings.(e)If copy of any documents or record of proceeding is desired by either of the parties the same shall be provided on written request and payment of Rs. Two per page.(4)On the date and time fixed by the Inquiry Officer the oral and documentary evidence by which the articles of charges are proposed to be proved shall be produced by both the parties. The witnesses shall be examined and cross examined.

The Inquiry officer may also put such questions to parties and witnesses which are required to ascertain the fact of the case.(5)The Inquiry Officer may give a reasonable opportunity to both the parties for inspecting such documents which are taken into record. The Inquiry Officer may allow the party concerned to produce the additional evidence it is in the opinion of Inquiry Officer that the production of such evidence is necessary- in the interest of justice.(6)When the Inquiry is completed, the Inquiry Officer shall prepare his report and submit it to the working committee of Ayog for consideration and order.

## 15.

After receiving the report under Sub-rule (6) of Rule 14, the Ayog shall pass such order as it deems fit.

## 16.

Any persons aggrieved with the order of the Ayog, may prefer an appeal to the Government within sixty days from the date of communication of the order of the Ayog.

## 17. Repeal and Saving.

- Madhya Pradesh Go-Seva Ayog Rules 1995 vide Notification No. F 23-18-XXXV-93 dated 29-9-1995 in relation to its extent in the State of Chhattisgarh and all other rules and resolution in force immediately before the commencement of these rules are hereby repealed in respect of matters covered by these rules :Provided that any order made or taken under these rules, so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules. Form I(See Rule 5)Office of the ..... (here enter name of the Institution)To,The Registrar,Chhattisgarh Go-Seva AyogRaipur.Subject. - Application for Registration of Institution under the Chhattisgarh Go-Seva Ayog Adhiniyam, 2004.Whereas the aforesaid Adhiniyam provides for the Registration of Animal Welfare Institution.Now therefore, this Institution interns to get registered under Section 11 of the said Adhiniyam. Hence this application, accompanied by such particulars as required under Rule 5 of Chhattisgarh Go-Seva Ayog Rule, 2004, in triplicate is submitted.A crossed demand draft No..... dated..... for Rs..... of..... Bank.....is also enclosed as registration fee.

Full Address : Head of the Institution or its authorized agent.

.....

..... Seal of the Institution

Index

S. No.	Description of document
--------	-------------------------

1.

2.

3.

Date of application Signature

(Head of Institution)

ReceiptReceived Application for registration along with bank draft No.....dated.... for Rs.  
Five Hundred only along with copies of relevant documents numbering.....

Raipur,

dated : Signature of receiving clerk of

Chhattisgarh Go-Seva Ayog,

Raipur

(Rule 5(3)(a))(For Registration of Institution)

1. Name of institution .....

2. Office of institution .....

3. District .....  
Tehsil.....

4. Object of institution .....  
as follows -

**5. As per constitution/bye-law of institution the work allotted to managerial committee. Their name, address & signature as follows -**

S. No. Name Designation Address Signature

1.2.3.4.5.6.7.8.

Name, Seal & SignatureHead of the InstitutionForm II(See Rule 5)

S. Particulars of Statement  
No.

1. Name of theInstitution.....date of Estt.....

2. Location.....Place.....Tehsil.....Distt.....

The aim and object accompanied by copies of deedof  
3. instrument or such abstract which may show the origin  
andnature and object of the Institution.

Certificate of registration under any enactmentprovided it  
4. is registered before the commencement of theChhattisgarh  
Go-Seva Ayog Act, 2004.

5. Bye-laws if any & its euthenics :

Name of the trustee members with their fulladdresses and  
6. along with officials-holding the post mode ofsuccession in  
relation to Institution.

7. Employees of the Institution, if any :



8. Details of the  
Livestock Number..... Breed.....

- (i) Cow  
(ii) Heifer  
(iii) Bull  
(iv) Bullock  
(v) Calf - Male

(vi) Other livestock (mention type)

Female

9. Milk production of last 3 years

Total  
Average/per  
Head Selling  
cost if  
any

10. Full particulars of land held by the Institution : (with  
attested photocopy of Land Records)(a) Irrigated(b)  
Non-Irrigated

Agriculture  
Grass Pasture  
Bar Other  
category

11. Land use Classification :

Under Road Under building Other  
purpose

12. Source of Income :

13. Activities (narrate in short) :

14. Audited account of last 3 years :

15. Particulars regarding grant received :

S. No.	Institution from where grant received	2000-01	2001-02	2002-03
	M.P. Go-Seva Ayog Animal Welfare Board of India			
1.2.3.4.5.	Chennai Fund from the member of parliament			
	Fund from the member of Legislative Assembly.			
	From other institution			

## 16. Particulars regarding account of institution

S. No.	Particular	Position
1.	Approximate yearly income of institution	_____
2.	Income from Manure, cow urine, Medicines, insecticides & Hide.	_____
3.	Last Financial Audit report enclosed or not.	_____
4.	Proceeding of last executive meeting of institution enclosed or not.	_____
5.	According to account book of institution the cash is operated through bank of particular person ?	_____
6.	Account No. and Name of the Bank of the institution	_____

7. Whether the account book of the institution kept regular & up to date ? \_\_\_\_\_
- If the working committee & institution is selected than the year of Election and Name and Address, Telephone No. of the present Chairman/ Secretary/Treasurer enclose. \_\_\_\_\_
8. \_\_\_\_\_
9. Special activities conducted by the instituting give the particulars. \_\_\_\_\_

## 17. Other information :

Signature of Head of the Institution \_\_\_\_\_ Form III (See Rule 6) Register of Ayog \_\_\_\_\_  
 Name of Institution \_\_\_\_\_ Address \_\_\_\_\_  
 Object \_\_\_\_\_ Date of Establishment \_\_\_\_\_ Registration No. if any (When registered under any enactment) \_\_\_\_\_

Date of Registration	Registration No. allotted	Name & Address of the Trustees of Executive Body	The manner of Succession of the trustee of Executive Body
1	2	3	4

### Details of property Immovable

Agriculture land Value	Non-Agriculture land Value	Building Value
Pacca Con. Area	Kacha Con. Area	
5	6	7

### Details of property Movable

Live stock Value	Securities Value	Investment Cash Value	Equipment	Implement	Vehicle
11	12	13	14	15	16

Value of Col. 17 to 19	Total value of property	Total income since the date of Estt. of Institution/ since last 3 preceding years (year wise)	Source of Income	Expenditure of last 3 years Expenditure (yearwise)	Any other particulars
20	21	22	23	24	25

Counter signature of Chairperson	Signature of Registrar
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Chhattisgarh Go-Seva Ayog, Raipur

Chhattisgarh Go-Seva Ayog, Raipur

Performa A (Rule 7(G)) Verification and confirmation by Joint Director/Deputy Director, Veterinary Service of the District.....A. Particulars regarding institution

S. No.	Particulars	Information
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Name of the Institution Postal address of the institution District Establishment Year of the institution Registration No. Date in M.P. Go-Seva Ayog, if ? Name and Registration No./Date in other institution. Name, address and Telephone No. of contact person of the Institution

**B. Particulars regarding Land/Building**

S. No.	Particulars	Information
1.2.3.4.5.6.7.	Total Area of institution Area of Agricultural Land (irrigated and Non-irrigated) Area of Non-Agricultural Land Area of Cattle grazing Land Building (Constructed Area) Available Source of water (River, Pond, Tube well, Dug well etc.) Available gober Gas Plant Available solar panel Silo pit/Nadep Tank/Vermi compost Tank/Other Available vehicle (Bullock cart, Tractor, Jeep, Motor cycle., Cycle etc.)	

**C. Particulars of Live stock**

S. No.	Particular	Information
1.	Milch cow	
2.	Pregnant Cow	
3.	Infertile/unproductive/Aged/disabled Cow	
4.	Cow Bulls & Buffalo Bulls	
5.	Cow bullock/ Buffalo Bullock	
6.	Heifer/male calf of female calf	
7.	Upto 3 month male & female suckling calf	
8.	No. of animal in particular and date of received from the Judicial/Police Custody	
9.	Whether the case if in Judiciary for consideration (8)	

Sign & Seal Sign & Seal Sign & Seal  
Incharge of the V.A.S. J.D.V.S./D.D.V.S.

Institution Veterinary Hospital District District

Performa-6(See Rule 11 (11-VIII-IX))(Performa for the subsidy to the Aged, lame, weak & seized animal) Name of the

institution.....Tehsil.....Distt.....

subsidy amount for the financial year -

S. No.	Name of animal group	Comparative unit	Total Adult animal unit
1.2.3.4.5.6.	Cow Heifer He/She Calf(a) Up to 1 Year of Age(b) Up to 2 Year of Age Bull/Bullock Calf in Milk Other	1.00.90.40.71.20.21.2	

He/SheBuffalo/Jersey Cow

Total (Total  
Adult animal  
Unit)

Sign & Seal	Sign & Seal	Sign & Seal
V.A.S.	Member	Manager
Veterinary Hospital	C.G. Go-Seva Ayog	Institute.....
District	Raipur	

Chhattisgarh Go-Seva Ayog Form IV (See Rule 9 (2)) Registration certificate Certified that..... Institution has been registered at serial number..... of the Register of Institution of the Ayog, in accordance with the provision of Section 11 of Chhattisgarh Go-Seva Ayog Adhiniyam, 2004 and Rules framed thereunder grants the Registration subject to the following conditions : -

- 1. The Institution shall abide to its constitution.**
- 2. The Institution shall discharge its functions for the cause of object for which it is constituted.**
- 3. No property or assets except perishable goods shall be disposed of in any manner without the prior permission of the Ayog.**
- 4. All proceeds received in the name of Institution shall be accounted for in proper books and audited by the Chartered Accountants.**
- 5. Institution shall submit its audited account and detailed report during the preceding year to Ayog by 31st July of each year.**
- 6. Institution shall be bound to follow the terms listed under the rule No. 11 (10) of Ayog.**

A certified copy of document is returned herewith for proper custody and record of the institution.No. ....Dated .....

Secretary	Registrar	Chairperson
Chhattisgarh	Chhattisgarh	Chhattisgarh
Go-Seva Ayog, Raipur	Go-Seva Ayog, Raipur	Go-Seva Ayog, Raipur

Form - V (See Rule 14) Notice for Settlement of Complaint Whereas Shri.....S/o Shri..... R/o..... instituted a written complaint against you/your Institution. You are hereby summoned to appear before the Ayog in person or through an authorized agent duly

authorized by you and able to answer all material questions relating to the complaint with all necessary documents relied upon to defend the complaint so made , on the .....day of ..... 2005..... at .....hour..... in the office of the undersigned; to answer. Please take note that in default of your appearance on the day specified above, the complaint shall be heard and determined ex-parte. Given under the hand and seal of Chhattisgarh Go-Seva Ayog, this..... day of ..... 2005.....

Registrar

Chhattisgarh

Go-Seva Ayog, Raipur