

OFFICE OF REGISTRAR, COOPERATIVE SOCIETIES, PUNJAB
CHANDIGARH
(Credit-1 Branch)

To

All the Joint Registrars,
All the Deputy Registrars,
All the Assistant Registrars
Cooperative Societies in the field.

No. RCS/Credit-1/CA2/Debt Waiver/ 127

Dated: 06-03-2019

Subject: Debt Relief Scheme for Farm Labourers and Landless Farming Members of PACS-2019

In pursuance of notification no.29/59/2017-C-1(4)/1813 dated 05.03.2019 issued by Government of Punjab, State Government has formulated a loan waiver scheme which will cover Farm Labourers and Landless Farming Members of the Primary Agriculture Cooperative Societies (PACS) as defined in the notification, who have availed loan from PACS advanced by District Central Cooperative Banks (DCCBs) in the State of Punjab.

In order to ensure the smooth and efficient implementation of the Debt Relief Scheme for Farm Labourers and Landless Farming Members of PACS-2019 in the DCCBs and PACS in the State of Punjab, there is a need to issue directions to them.

Guidelines regarding implementation of Debt Relief Scheme for Farm Labourers and Landless Farming Members of PACS-2019:

The detailed instructions have been incorporated in the notification issued by the Government of Punjab, a copy of which is enclosed herewith. With regard to waiver of consumption loan disbursed under cooperative credit structure, the following procedure shall be followed:

- i. All the District Central Cooperative Banks (DCCBs) and their affiliated PACS shall adopt the notification in their institution/societies through a resolution passed by their BOD/Managing Committee/Competent Authority. (Action by-MD/DM, DCCBs, Secretary, PACS, ARCS concerned, DRCS to monitor).
- ii. Since the waiver of consumption loan is to be made for Farm Labourers and Landless Farming Members of PACS, every eligible PACS shall prepare PACS wise separate list of eligible members in the prescribed

- performa as per Annexure-A. These lists shall be approved by the Managing Committee of the PACS by passing the resolution. (Action by- Secretary PACS, ARCS concerned, DRCS to monitor).
- iii. The PACS will obtain a Self Declaration Form as per Annexure-B from each beneficiary /Legal Heirs or Guarantor (in death cases). (Action by- Secretary PACS, ARCS concerned, DRCS to monitor).
- iv. The claim prepared by PACS as above shall be checked by the concerned Inspector Cooperative Societies and Assistant Registrar Cooperative Societies as per terms and conditions contained in the notification and shall be pre audited by the department auditor. (Action by- Inspector concerned, Auditor concerned, ARCS concerned, DRCS to monitor).
- v. For conducting social audit, the PACS shall display the list of eligible beneficiaries at premises of PACS and concerned branch of DCCBs. Social Audit will be coordinated by a team consisting of concerned ARCS, Inspector, Coop Societies and Branch Manager of the DCCB. After conduct of social audit and finalization of all objections received, the final list will be prepared as per Annexure-A and will be displayed at the notice board of concerned bank branch of DCCBs and PACS. (Action by- Secretary PACS, Inspector concerned, Branch Manager concerned DCCB, ARCS concerned, DRCS to monitor).
- vi. The Head Office of the concerned DCCB shall consolidate the claims received from all the PACS through ARs Coop. Societies and send the consolidated claim to Head Office of Punjab State Cooperative Bank Ltd, Chandigarh. (Action by- ARCS concerned, MD/DM, concerned DCCB, DRCS to monitor).
- vii. The PSCB will compile the claim sent by all the DCCBs and send the same to State Government through Office of RCS, Punjab for approval. (Action by- MD, PSCB/ RCS, Punjab).
- viii. The amount of debt relief received from Government of Punjab will be sent to the respective DCCBs by the Punjab State Cooperative Bank Ltd, Chandigarh for onward transfer to the claimant Cooperative Society. (Action by- MD, PSCB, MD/DM, DCCBs, DRCS to monitor).

- ix. The accounting procedure to be adopted by DCCBs and concerned PACS is appended as Annexure-C. All the DCCBs/PACS shall ensure to adopt the said accounting procedure in their books of accounts. (Action by- MD/DM, DCCBs, Secretary PACS, ARCS to monitor).
- x. In case of death of the eligible member, his/her legal heirs, guarantor can apply for debt relief along with the duly certified copy of Death Certificate issued by appropriate authority. (Action by-MD/DM, DCCBs, Secretary PACS, ARCS concerned, DRCS to monitor).
- xi. The beneficiary availing the debt relief shall be eligible to avail the fresh loan from the PACS/DCCB after his/her outstanding amount is repaid by proceeds from this scheme. (Action by-MD/DM, DCCBs, Secretary PACS, ARCS concerned, DRCS to monitor).
- xii. PACS shall issue certificate of Waiver/Relief to the eligible beneficiaries after the Waiver/Relief is made. A Specimen of this certificate is enclosed as per Annexure-D. (Action by-Secretary PACS, ARCS concerned, DRCS to monitor).
- xiii. The concerned DRCS shall be the Grievance Redressal Officer in the District. The name and address of the Grievance Redressal Officer of the PACS shall be displayed in the notice board in each branch of DCCB/PACS. (Action by- DRCS concerned).
- xiv. The Deputy Commissioner of concerned District shall supervise the Debt Relief Scheme for Landless Labourers/Members of PACS-2019 in the District. (Action by- DC concerned).
- xv. The books of account of every PACS that has granted debt waiver or debt relief under this scheme (including the books of accounts maintained at the branches) shall be subject to an audit by the Chief Auditor Cooperative Societies in accordance with the laid down procedures. In addition the State Government may get any other special audit done through any other source. (Action by- Chief Auditor, Coop Societies).
- xvi. Any farm labourers and landless farming member of PACS who is aggrieved on any of the following grounds:
- a) That his/her name has not been included in the list of beneficiaries.
 - b) That the relief granted to him/her has been calculated wrongly.
 - c) That he/she is not satisfied with the orders passed by Grievance Redressal Officer:

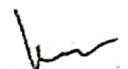
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may make a representation through the PACS from which he/she has availed the consumption loan or directly to the concerned Deputy Commissioner. Such representation shall be disposed of within a period of 30 days after the receipt of the complaint.

- xvii. If any doubt arises in the interpretation of the scheme issued vide above notification or any instructions issued thereunder, the Registrar, Cooperative Societies, Punjab shall resolve the same in consultation with the Department of Finance.

These guidelines are being issued under Rule 45 of the Punjab Cooperative Society Rules 1963.

Enc. as above


Registrar,
Cooperative Societies, Punjab,
Chandigarh.


No. RCS/Credit-1/CA2/Debt Waiver/ 128

Dated: 08-03-2019

A copy of the above is forwarded to:

1. All Additional Registrar/Joint Registrar/Deputy Registrar/Assistant Registrar at Head Office for information.
2. The Managing Director, The Punjab State Cooperative Bank Ltd, Chandigarh for ensuring the implementation of the scheme.
3. The Managing Director/District Manager, All Central Cooperative Banks in the State of Punjab for ensuring the submission of claim strictly in consonance with the notification issued and credit to the eligible beneficiaries.
4. The Managing Director, PUNCOFED, Chandigarh for wide publication of the scheme.

Encl. as above


Additional Registrar (Credit),
Cooperative Societies, Punjab
Chandigarh.

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