

**राष्ट्रीय सहकारी विकास निगम**  
**NATIONAL COOPERATIVE DEVELOPMENT CORPORATION**

**NCDC REGIONAL AWARDS FOR COOPERATIVE EXCELLENCE AND MERIT-2023**

**1. Name of the Scheme/Award:**

The award shall be known as Regional Awards viz. (a) "NCDC Award of Excellence for Cooperatives" & (b) "NCDC Award of Merit for Cooperatives".

**2. Objective of the Scheme:**

- i) To recognize the important role played by Cooperatives for cooperative development of the country.
- ii) To promote the spirit of competition amongst the grass-root level cooperatives i.e. Primary Level Societies and recognize their role in socio-economic development.
- iii) To publicize the role of NCDC as a National Level Institution for Promotion and Development of Cooperatives.

**3. Categories of Awards:**

NCDC has decided to continue with the Regional Awards for Cooperative Excellence and Merit in the following three categories:

<b>Category No.</b>	<b>Category of Award</b>	<b>Eligible Coops.</b>	<b>No. of Awards</b>		<b>Amount* (in ₹)</b>
1	Best Primary Credit Coops (PACS)	All Agri Credit Coops (PACS, Agri Banks etc.)	2	First Price - Excellence	25,000.00
				Second Prize - Merit	20,000.00
2	Best Primary Cooperatives in Two Prominent Sectors of the State.	All Primary Cooperatives of respective Sector	2	First Prize - Excellence (Two selected sectors)	25,000.00
				2	Second Prize - Merit (Two selected sectors)
3	Best Women Cooperatives	All primary Women Cooperatives	2	First Prize - Excellence	25,000.00
				2	Second Prize - Merit
Total No. of Awards			8		1,80,000.00

\*Note: NCDC Regional Awards shall be in the form of cash and a certificate of recognition/citation.

#### **4. Eligibility Criteria**

The applicant society should fulfill the following conditions for being nominated under the scheme:-

- i) The society must have positive net worth, no erosion of share capital and be in net profit in the preceding three years.
- ii) The society should have no default in repayments.
- iii) The society should have an elected Board of Directors, barring exceptional circumstances (certified by RCS).
- iv) The society should have shown initiative for socio-economic development and bringing women and weaker sections in its fold.
- v) Up to date audit - (statutory/Chartered Accountant) and the Audit classification of the society should be **A** or **B**.

#### **5. Selection of Societies for the Awards:**

Selection of societies for awards will be made by the Four members State Level Selection Committee constituted for the purpose with the Regional Director, NCDC as the Convener.

The convener will invite nomination from functional Registrar/Directorate concerned with different cooperative activities.

The State Level Selection Committee will screen nominations received and select two best societies in each category for Awards. Guidelines for evaluation methodology are given in **Annexure-I**.

A copy of Application Form to be filled in by Primary Cooperative Societies is given in **Annexure-II**.

Criteria for Selection of Societies for NCDC Regional Awards for Cooperative Excellence and Merit – 2023 **Annexure-III**.

#### **6. Declaration/Presentation of Awards:**

NCDC Regional awards shall be announced and presented to the winners at a function to be organized at State Capital or at any other place as decided by the Corporation OR State Level Selection Committee.

#### **7. Last Date for Receipt of Application**

Eligible societies are required to submit application (in the format enclosed) to the respective Regional Directors, latest by **31<sup>st</sup> December, 2023**.

## GUIDELINES

### 1. Increasing the Participation

- i) Wide publicity, for seeking nomination of societies for awards may be given through Radio/TV/Local Newspapers/Cooperative Journals/ website/ social media.
- ii) Nomination letter may be issued from NCDC to the Secretary/RCS of all State/UTs with a copy of scheme and application form.
- iii) Letter from Regional Director may be issued to all State Commodity/Labour/Industry/Service Marketing Cooperative Federations, District Cooperative Federations/District Registrars implementing activities.
- iv) Adequate copies of application forms may be made available at District Cooperative Banks/Offices of the District Registrar so that Primary Cooperatives can obtain from respective District Officer. They can also obtain application form from Regional Director Office through mail or alternately download from NCDC web site ([www.ncdc.in](http://www.ncdc.in))
- v) Reminder letters from Regional Directors to all above in Serial No.(ii) & (iii) may be issued at certain intervals to expedite entries of societies timely.
- vi) All filled-in-application forms by societies may be sent to the offices of Regional Directorates, NCDC.

### 2. State Level Selection Committee-Constitution and Functions

State Level Selection Committee will comprise the following members:

- i. Principal Secretary/Secretary (Cooperation)/Registrar of Cooperative Societies – Chairman
- ii. One member from Cooperation Departments of Government
- iii. One Cooperative Leader (President/Chairman, State Level Cooperative Federations namely State Cooperative Union/SCB etc.
- iv. RD, NCDC - Convener member

### 3. The functions of the committee

- i) The committee will scrutinize the data submitted by societies, on the basis of eligibility conditions laid down in the, scheme for participation in the Award.
- ii) To select the best Eight (8) societies among the eligible entries; following evaluation guidelines may be followed:-
  - a) Performance of societies in the preceding three years i.e. 2020-21, 2021-22 and 2022-23.
  - b) With reference to expansion of membership base, owned funds, business turnover, net profit and amount spent on welfare activities.
  - c) Societies having won preceding two consecutive NCDC Excellence Awards will not be eligible for the NCDC Regional Awards.

**NOTE:** Incomplete application forms without supporting documents will be summarily rejected.

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**NATIONAL COOPERATIVE DEVELOPMENT CORPORATION**

**APPLICATION FORM FOR NCDC REGIONAL AWARDS FOR COOPERATIVE  
EXCELLENCE AND MERIT-2023**

(Separate Application for each Category Award to be submitted)

Applying for NCDC Regional Award in the Category of (In case same society desires to contest in different category of award, separate application is to be submitted)	1.	Best Primary Credit Coop (PACS)	Please tick appropriate box
	2.	Best Primary Cooperative in prominent Sector of the State	
	3.	Best Women Cooperative	

TYPE OF COOPERATIVES (PACS, Marketing, Women, Dairy, Sugar, Fisheries, etc.)	—		
STATUS OF COOPERATIVE: - Please tick in the appropriate box	—		

**A. GENERAL INFORMATION: -**

1.	Name and Address of the Society	
2.	Name of the Chief Executive/Contact person	
3.	Telephone Office landline/Mobile Number	
4.	Email Address	
5.	List of Commercial /business activities undertaken by the society	
6.	Details of Social Activities /Members Welfare programme including Training and Education activities undertaken by the society during the last 3 years(e.g. housing, primary health, adult education, women education, BOM/members education, drinking water supply, education facilities etc.)	
7.	Whether the society has any special programme for involvement of women, weaker section, self help groups, farmer/youth clubs or other voluntary organizations? Please give brief description preferable point-wise.	
8.		

**B. DETAILS OF MEMBERSHIP & BUSINESS ACTIVITIES**

S.No.	PARTICULARS			2020-21	2021-22	2022-23
1.	<b>Membership Details</b>					
	A	Members	Men      Women			
		SC Members				
		ST Members				
		OBC				
		General				
		Total Individual Members				
	B	No. Coops as Members				
	C	No. SHGs as Members				
	D	State Govt.				
		Total Membership (A+B+C+D)				
	E	Women Members out of total				
	F	Number of member doing business with the society (i.e Active Members)				

S.No.	PARTICULARS		2020-21	2021-22	2022-23
	G	The date of the last three Annual general Meeting			
	H	Total Number of Members who attended AGM			
<b>2.</b>	<b>Details of business activities undertaken (Pl. enclose detailed statement as relevant to the society)</b>				
<b>3.</b>	<b>Credit activities (if applicable)</b>				
	i)	Agri. Loan			
		ST Loan			
		MT Loan			
		LT Loan			
		Total			
	ii)	Other than Agri Credit			
		ST Loan			
		MT Loan			
		LT Loan			
		Total			
	<b>Credit - Recovery - Agri Loan</b>				
	i)	Demand Raised (Rs in lakh)			
	ii)	Collection / Recovery (Rs lakh)			
	iii)	Balance (Rs in lakh)			
	iv)	Recovery % (ii) / (i)			
	<b>c. Credit - Recovery - Non-Agri Loan</b>				
	i)	Demand Raised (Rs. in lakh)			
	ii)	Collection / Recovery (Rs. in lakh)			
	iii)	Balance (Rs. in lakh)			
	iv)	Recovery % (ii) / (i)			
<b>4.</b>	<b>Processing Activities Undertaken by the Society (if applicable)</b>				
	a.	Type of Processing Unit			
	b.	Raw Material & Finished Products			
	c.	Capacity of the Unit (in MTs)			
	d.	Capacity Utilization (in %)			
	e.	Turnover of the Unit			
<b>5.</b>	<b>Performance Results</b>				
	(i)	Business Turnover			
	(ii)	Of the above , Government sponsored business			
	(iii)	Gross Profit before interest depreciation and Tax			
	(iv)	Interest			
	(v)	Cash Profit (iii-iv)			
	(vi)	Depreciation			
	(vii)	<b>Profit before Tax (v-vi)</b>			
	(viii)	Income Tax			
	(ix)	<b>Net Profit (vi-vii)</b>			
<b>6.</b>	<b>Financial position</b>				
	(i)	Gross Block (Fixed Assets)			
	(ii)	Depreciation			
	(iii)	<b>Net Block (1-2)</b>			
	(iv)	Work in Progress (fixed assets)			
	(v)	Investment			
	(vi)	<b>Total Fixed assets (iii+iv+v)</b>			
	(vii)	Current Assets			
	(viii)	Current Liabilities			
	(ix)	<b>Net Working Capital (vii-viii)</b>			
	(x)	<b>Loans &amp; Advances Received</b>			
	(xi)	<b>Deposits</b>			
	(xii)	<b>Paid up Share Capital</b>			
		Members Share capital			
		S/Govt,			
		Others			
		<b>Total Share Capital</b>			

S.No.	PARTICULARS	2020-21	2021-22	2022-23
	(xiii) Reserves (excluding depreciation)			
	(xiv) Undistributed Profits(+)/ Accumulated Losses(-)			
7.	Dividend Distributed (%)			

**C. QUALITATIVE FACTORS**

S.No.	PARTICULARS	2020-21	2021-22	2022-23
1	Status of Board (Elected /Non-Elected) if elected -date of last election			
2	Audit Classification			
3	Manpower and Training			
	Total No. of Employees			
	Salary & Wages Paid			
	No. of employees trained			
4	Amount spent on welfare programme /Activities			
5	Awards received , if any (Please give details)			
6	No. of Social Activities undertaken			
7	No. of people benefitted by the society			

**Certified that**

- Society is not in default to any financing institution / Bank/ NCDC.
- Accounts of the society have been audited (Statutorily/Chartered Accountant) Upto.....
- It has been checked that all applicable columns have been filled up with the relevant information.
- The above information is true to the best of my knowledge. In case, any information is found false, the application would be liable for rejections.

(Name & Signature of the Chief Executive)  
**with seal of the Society**

**Note :-**

- Please enclose a brief note about the society and its achievements highlighting:
  - Adherence to the prevailing provisions of Acts, rules, regulations and guidelines issued by the Government.
  - Benefits to the members of the Society
  - Benefits to the area of Society
  - Adoption of sustainable business and development practices
  - Concern for the environment and communities
  - Innovation approach / practices adopted by the society
  - Timely conduct of Elections
  - Profitability of the Society
  - Professionalism in the society and training of its members.
  - Current business, source of Funding and Rate of interest of the Funding.
  - Future business expansion plan and source of funding .
- Please enclose audited balance sheet , profit & loss /trading account and annual report duly certified by the Chief Executive of the Society
- Penalty, if any, imposed to the applicant Cooperative by any regulatory authority be indicated.

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**CRITERIA FOR SELECTION OF SOCIETIES FOR NCDC REGIONAL AWARDS FOR  
COOPERATIVE EXCELLENCE AND MERIT - 2023**

Average Annual Growth Rate for the Period 2020-21 to 2022-23 (%)	Membership
	Ordinary Member Share Capital
	Total Share Capital
	Reserves & Funds
	Total Funds
	Business Turnover
	Net Profit
Average Performance (for the period 2020-21 to 2022-23)	Active Member w.r.t. Total members %
	Own Business w.r.t. Govt. Sponsored business %
	Audit Classification
	Audit Classification score
	Dividend %
	Return on Capital %
	Per Employee Business Turnover
	Employee Trained %
	Social Welfare Activities (No.)
	Amount spent on Welfare w.r.t. Net Profit %
Performance Data for 2022-23 (Rs. in lakh)	Membership (No.)
	Total Share Capital
	Total Funds
	Business Turnover
	Net Profit
Average Performance (for the period 2020-21 to 2022-23)	AGM Attendance %

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