



**Deemed Registered under section 103 of Multi-State Co-operative Societies Act, 2002**

Letter No.:-COFFED/2024/290/24.

Date:- 12.1.2024.

To,

The Chief Executive/Secretary/Chairman,  
All Member Institution of  
Bihar Rajya Matsyajibi Sahakari Sangh Ltd. (COFFED), Patna.

**Sub : Annual General Body Meeting of the Federation–Nomination of representatives. Reg.**

Sir,

The next Annual General Body Meeting of this federation is due to be held on or before 30<sup>th</sup> September, 2024. The date, time and venue of the meeting shall be communicated in due course of time. In the meantime, you are requested kindly to communicate the name(s) and complete addresses of the representative(s) or your institution alongwith a certified copy of the resolution of the competent authority or copy of the instrument of nomination for attending the meeting. The resolution should also specify the period for which such a nominee will represent the General Body of this federation.

The provisions of Section 38(3) of the Multi-State Cooperative Societies Act, 2002 and by-laws of COFFED regarding representation of member institution are given below:-  
**Section 38(3) of the Multi-State Cooperative Societies Act, 2002**

"Where in any meeting of the general body or the board of a multi-state cooperatives society, a co-operative society or another multi-state Cooperative Society is to be represented, such cooperative society or other Multi-State Cooperative Society shall be represented in such meeting only through the Chairperson or the president or the Chief Executive or a member of the Board of such cooperative society or other Multi-State Cooperative society, as the case may be, if such member is so authorized by the Board and where there is no board of such cooperative society or other Multi-State Cooperative Society, for whatever reasons, through the administrator, by whatever name called, of such Cooperative Society or other multi-State Cooperative Society.

*Provided that where the by-laws of a Multi-State Cooperative Society provide for representation of other institutions in any meeting of general body or the board of such Multi-State Cooperative Society, such institutions shall be represented through its nominee.*

**For Govt. of India/National Cooperative Development Corporation/Bihar State Government/Jharkhand State Government and Regional/District Federation and Societies.**

**Bye-law No. D(5) :**

- (a) One representative each of the members admitted under by-law No. 5(a), (b), (c), (d), (e) and (f) shall be represented either by their Chairman or Chief Executive or Secretary or Administrator, by whatever name is called.

(Note, 5(b) stands for Regional Societies 5(c) stands for District Level Societies, 5(d) Block level Societies, 5(e) stands for Panchayat Level Societies, 5(f) for village level Societies, 5(g) stands for National Cooperative Development Corporation (NCDC), 5(h) stands for Government of India, 5(i) stands for Government of Bihar, 5(j) stands for Government of Jharkhand, 5(k) stands for Fisheries Corporation or State Fisheries Commission and 5(l) stands for Companies or NGOs).

**For State Level Federation :**

- (b) Not exceeding two representatives of each affiliated state federation and these two representatives shall be the Chairman and the Chief Executive of the State Federation. Where, however, there is no board of the state federation, then one representative shall be the Administrator, by whatever name called, and the other shall be the Chairman/Chief Executive of the fishery cooperative society affiliated to the state fishermen/fisherwomen cooperative federation.

**Bye-Law No. D(5) :**

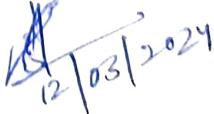
Every member society, the Central Government, Government of Bihar, Government of Jharkhand, Fisheries Corporation and the National Cooperative Development Corporation eligible to send representatives as per bye-law D(5) shall nominate their representatives on the General Body of COFFED and the certified copies of the resolution of the competent authorities or copies of the instrument of nomination shall be sent to the Managing Director. Such resolution/instrument shall specify the period for which such nominees will continue to represent them.

It is, therefore, requested that nomination(s) of the representatives to the General Body of this federation alongwith the resolution of the competent authority or a copy of instrument of nomination, duly attested by the Chairman/Secretary/Chief Executive or any authorized officer under the seal of the society, may please be sent on the enclosed proforma, in duplicate, as per the above provisions of the MSCS Act, 2002 and the Bye-laws COFFED at the earliest.

Thanking you,

Yours faithfully

  
(Rishikesh Kashyap)  
Managing Director

  
12/03/2024

**Encl : Proforma as above.**

**CC to :**

1. The Joint Secretary (Fy.), Department of Fisheries, Ministry of Fisheries, Animal Husbandry & Dairying & Fisheries, Government of India, Krishi Bhawan, New Delhi-110001
2. The Central Registrar of Cooperative Societies, Department of Co-operative, Ministry of Cooperation, Govt. of India, 9th Floor, Tower-E, World Trade Centre, Nouroji Nagar, New Delhi-110029.
3. The Managing Director, National Cooperative Development Corporation, 4, Siri Institutional Area, Hauz Khas, New Delhi-110016.
4. Registrar, Co-operative Societies, Bihar, Patna.
5. Registrar, Co-operative Societies, Jharkhand, Ranchi for favour of information please.

**BIHAR RAJYA MATSYAJIBI SAHAKARI SANGH LTD. (COFFED),**  
Proforma for Nomination of Delegate to the General Body of COFFED

1. Name of the Member Institution : \_\_\_\_\_  
\_\_\_\_\_
2. Address of the Member Institution : \_\_\_\_\_  
\_\_\_\_\_
3. Name and address of the delegate :

Name of the Delegate	Designation	Address of the Delegate	Specimen signature of the delegate duly attested
			<b>Signature attested</b>  (Name & designation of the person attesting the signature)

4. Nominated vide "Resolution No. \_\_\_\_\_ dated \_\_\_\_\_ of the \_\_\_\_\_  
\_\_\_\_\_ (name of the nominating body i.e. General Body/Board of Directors/Executive Committee etc.).
3. Nomination valid up to : \_\_\_\_\_

**Signature of the Chairman/Secretary/  
Chief Executive Officer of the Institution**

Seal of the Institution

\*Please enclose a certified copy of the resolution.