



AUDIT REPORT OF ..... SOUHARDA CO-OPERATIVE LTD;  
YEAR : 2010-11

- 1-0 a. Name of the Co-operative :  
b. Address :  
c. Registration No. :  
d. Registration Date :  
e. Registering Authority :  
f. Area of Operation :  
g. N. of Branches :  
h. Places of branches :
- 2-0 Nature of Activity :
- 3-0 Names of Office-bearers :  
a. President :  
b. Vice – President :  
c. Chief Executive :
- 4-0 a. Name & Address of the  
Current year's Auditor :  
b. Empanelment No. :
- 5-0 Whether the Co-operative has maintained books  
and documents mentioned in Sec. 32 of the KSS Act ?
- 6.0 Violations of provisions of Bye-law, KSS Act,1997 and  
KSS Rules, 2004 by the co-operative as observed  
during the course of audit :  
Bye- law Nos. :  
K.S.S.Act, 1997 : Sec.  
K.S.S.Rules,2004 : Rule.

7-0. Membership & Share Capital :

Sl.No.	Particulars	No. of Members	Share Capital (Rs.)
1	Opening		
2	Additions during the year		
3	Exits/Refund during the year		
4	Closing		

8.0 Borrowings :

( Refer Audit Guidelines issued by the Federal Co-operative )

9-0 Investments :

Verify whether the investments made by the co-operative is in accordance with Sec.18 of the KSS Act, 1997 and comment.

10.0 Loans and Advances :

Comments on Loans and Advances as to the irregularities / discrepancies noticed in documentation, sanctioning, over due loans, recovery steps, etc;

11-0 Loans and Advances to Directors :

11-1 Give details in the following format.

Sl. No.	Name of the Director	M.No.	Type of Loan	Loan A/c No	Amount of Loan	Date of sanction/	No.of Instal-
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						Release.	ments

Outstanding Balance as on 31-3-2009	No.of instalments defaulted	Amount in default	No.of Instal-Ments

11.2 Verify whether the loans advanced to the Directors is in conformity with the circular issued by the Federal Co-operative

12-0 Statutory payments to Federal Co-operative :

12-1 The co-operative has remitted Annual subscription fee of Rs.

..... pertaining to the year 2008-09 ( that is year under report ) by D.D. No..... dated ..... drawn on .....Bank for which Receipt No. .... dated ..... has been issued by the Federal Co-operative.

12-2 The co-operative has remitted the Education Fund fee of Rs. .... which was appropriated from the Net Profit for the year 2007-08 by D.D.

No..... dated ..... drawn on .....Bank for which Receipt No. .... dated ..... has been issued by the Federal Co-operative.

12-3 The Working Capital of the co-operative as at the end of the year under report ( i.e. 2008-09) is Rs..... The co-operative is therefore, liable to remit an Annual Subscription Fee of Rs..... to the Federal Co-operative in respect of 2009-10 ( i.e. current year) as per Bye-law No. 37 of the Federal Co-operative. We have advised the Chief Executive to remit the aforesaid sum immediately.

13-0 Appropriation of Net Profit :

Verify whether the appropriation of Net Profit for the previous year ( that is 2007-08 ) was in accordance with Sec. 10 (2) (xxi), Sec 32A of the KSS Act and the relevant bye-law provision of the co-operative. (Refer audit guidelines issued by the Federal Co-operative.)

14-0 General Body :

Brief note containing - the date of Annual General Body Meeting (in respect of the previous year) held during the year under report, No. of members attending the said meeting, quorum required as per bye-law for the A.G.B., whether the minutes have been properly recorded agenda by agenda, whether the auditor conducting the audit for the previous year has attended the said meeting, etc;

15-0 Board Meetings :

Complete the Annexure format given by the Federal Co-operative containing details of Board Meetings, term of board of directors, travelling expenses paid, board meeting expenses, other re-imburement to directors, amount spent on training, sitting fees paid, transaction with the co-operative, etc;

16-0 General observations :

17-0 Suggestions by the Auditor :

Various schedules to be attached to the Report - See Rule 9 (5) of KSS Rules, 2004.

Schedule No.	Subject



<b>A</b>	Details of violations of KSS Act, 1997, Rules and byelaws of cooperatives.
<b>B</b>	Violations of guidelines issued by Reserve Bank of India or National Bank regarding business
<b>C</b>	List of bad and doubtful debts as observed by the Auditor
<b>D</b>	List of Loans and advances to directors and their relatives
<b>E</b>	Cases of violations of guidelines, restrictions and conditions of RBI or National Bank

**If any of these Schedules not applicable any Sahakari, Auditor should specifically mention that particular Schedule is not applicable to that Cooperative.**



## Summary report

1	Name of the cooperative			
2	Date of Registration under KSS Act.			
3	Date of Election to existing Board.			
4	Date of Assuming Office.			
5	No. of Directors.			
6	Name of the Chartered Accountant.			
7	Empanelment number.			
<b>Financial Details</b>				
Sl	Details	March 31, 2007	March 31 2008	March 31 2009
1	Authorized Share Capital (Rs)			
2	Paid up share capital (Rs)			
3	All types of Deposits (Rs)			
4	All types of Reserves (Rs)			
5	All types of Borrowings (Rs)			
6	Total loans and Advances (Rs)			
7	Unsecured Loans. (Rs.)			
8	Total loans and advances to directors and their relatives. (Rs)			
9	Unsecured loans advanced to directors and their relatives. (Rs)			
10	Expenses of Board meeting and other expenses paid or reimbursed to directors. (Rs)			
11	Other liabilities (Rs)			
12	Over Due Amount (Rs)			
13	Over due Percentage %			
14	Rate of interest on SB Ac %			
15	Minimum rate of Interest on Fixed Deposits %			
16	Maximum rate of Interest on Fixed Deposits %			
17	Minimum rate of interest on Loans and advances %			



18	Maximum rate of interest on Loans and advances %			
19	Maximum rate of interest on borrowings %			
20	Net profit (Rs)			
21	No. of Regular members			
22	No. of Associate members			
23	No. of Nominal members			
24	Interest income (Excluding interest on investments) (Rs)			
25	Income from investments (Rs)			
26	Bad and doubtful debts. (Rs)			
27	Total No. of Arbitration cases filed			
	Total Amount to be recovered (Rs)			
28	Total No. of Execution cases filed			
	Total amount to be recovered (Rs)			
29	No. of Employees			
	No. of regular employees (Confirmed)			
30	Cadre strength approved by General Body? If yes, date of Approval			
	Pay scale approved by General Body? If yes, date of approval.			

Date:  
Place:

Sd/-  
For..... Chartered Accountants