

**SYLLABUS FOR CONDUCT OF LIMITED DEPARTMENTAL EXAMINATION FOR
FILLING UP VACANCIES IN GRADE – IV OF MIZORAM STATE COOPERATIVE
SERVICE**

There shall be 4 (four) papers with each paper shall carrying 100 (one hundred) marks. The duration of the examination shall be 3 (three) hours for each paper. The details of syllabus shall be as follows, namely-

PAPER – I

The following portions from the Mizoram State Cooperative Societies Act, 2006 as amended from time to time shall be included in this Paper:

	Marks
1. Activities that may be undertaken by the Co-operative (Section-7&8) & Minimum members required to form a Cooperative.	15
2. Disqualification for members of Co-operative (Section-28)	15
3. Qualification for becoming a member of the Management Committee (Section-51)	10
4. Removal of elected members by general body (Section-56)	10
5. Contributory Provident Fund (Section-84)	10
6. Winding up of Co-operative (Section-110)	10
7. Five (5) points on powers of Liquidator (Section-113)	10
8. Disposal of surplus Assets (Section-114)	10
9. Cancellation of registration of Co-operative (Section-116)	10

PAPER – II

The following portions from the Mizoram State Cooperative Societies Rules, 2014 as amended from time to time shall be included in this paper:

	Marks
1. Five (5) points on Duties and responsibility of General Body Meeting of Registered Cooperative Society. (Rule 28)	10
2. Management of Cooperative Society (Rule 35&36)	10
i) Board of Directors/Management Committee (5 marks)	
ii) Cessation of membership of management committee of Board of Directors (5 marks)	
3. Duties of Registered Cooperative Society on Restriction on borrowing (Rule 23)	10
4. Management of Properties and Funds (Rule 48 & 51)	10
i) Investment of Funds (5 marks)	
ii) Use of Reserve Fund in the Business of a Cooperative Society (5 marks)	
5. Audit (Rule 61 & 70)	10
i) Writing of Bad debts (5 marks)	
ii) Audit Classification (5 marks)	
6. Inquiry and Inspection (Rule 74 & 75)	10
i) Dispute and appointment of Arbitrator (5 marks)	
ii) Person qualified to be appointed as Arbitrator (5 marks)	

7.	1) Distribution of Assets and Priority of claims (Rule 88)	10
	2) Termination of Liquidation proceedings (Rule 89)	
	3) Disposal of the records of Liquidation proceedings (Rule 90)	
8.	Establishment of Cooperative Union and Cooperative Development Council	10
	i) Establishment of State Cooperative Union (Rule 11) (5 marks)	
	ii) Establishment of Cooperative Development Council (Rule 13) (5 marks)	
9.	Registration of Cooperative Society :	10
	i) Application for the Registration of Cooperative Society (Rule 3) (4 marks)	
	ii) Three (3) points of Amendment of Bye-law at the suggestion of affiliating Cooperative (Rule 7) (7 marks)	
10.	5 (five) points of Restriction on Loans of Cooperative Society/Cooperative Bank (Rule 45) 10	

PAPER – III

The following portions from the Mizoram State Cooperative Societies Act, 2006 and the Mizoram State Cooperative Societies Rules, 2014 as amended from time to time shall be included in this Paper:

	Marks
1. Expulsion of member (Section 34)	20
2. Manner of casting vote and power of members (Section 37)	20
3. Election (Rules No. 33)	30
4. Preparation of Trading, Profit & Loss Account and Balance Sheet in line with practices of the Mizoram Cooperative Societies Accounting	30

PAPER – IV

	Marks
1. Establishment : FR & SR (General Rules) :	50
1. Chapter – III : General Conditions of Service. Rule 10	
2. Chapter – VIII : Dismissal, Removal and Suspension. Rules 52 and 53(1)	
3. Chapter – IX : Retirement. Rules 56	
4. Chapter – X : CCS (Leave) Rules, 1972. Rules 26,27,29,30 & 32	
5. Chapter – XI : CCS (Joining Time) Rules, 1979, Rules 4,5,6 & 7	
2. Accounts : Central Treasury Rules Volume – I	10
1. Part – V : Withdrawal from the Government Account Section 2 & 4	
3. General Financial Rules, 2005 :	40
1. Chapter – 2 : General System of Financial Management. Rules 7, 15, (1,2 & 3), 25 (1,2 & 3) & 26.	
2. Chapter – 9 : Grant-in-aids and loans. Rules 206, 212(1), 217, 218, 221(1), 222 (1,2 & 3), 226 (1 & 2) & 232.	