

**OFFICE OF THE REGISTRAR OF COOPERATIVE SOCIETIES**  
**RIGHT TO INFORMATION ACT, 2005**

**MANUAL – 5**

**Rules, regulations, instructions, manuals and records for**  
**discharging functions**  
**[Section 4 (1) (b) (v)]**

All the Rules, Regulations as framed by the Govt of India are being maintained and followed for regulating the service matters of its employees. The Coop. Department is also having Recruitment Rules in respect of various posts under it which are followed in the matter of appointment and promotion of its employees. The Registrar has also issued work allotment orders in respect of each category of employees of the Coop. Department and the officials are bound to perform the works in accordance with the works allotted to them. For discharge of its functions following Rules, Regulations are used by its employees for discharging its functions.

- 1) Andaman and Nicobar Coop. Societies Regulation, 1973
- 2) Andaman and Nicobar Coop. Societies Rules, 1974