Registrar of Cooperative Societies

Service Name :- Registration of Souhardha Cooperative Societies

Steps for APPLICANT.

- 1. Register if new user.
- 2. URL : https://sevasindhu.karnataka.gov.in/Sevasindhu/Kannada?ReturnUrl=%2F
- 3. Or URL : <u>https://serviceonline.gov.in/karnataka/</u>

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4. If already registered in Sevasindhu, Login with the credentials.

5. Click on menu->apply for services->message box->inbox->select the required service.

	ಸೇವಾ ಸಿಂಧು Seva Sindhu
Menu Manage Profile	ABOUT SEVA SINDHU
View Status of Application	Seva Sindhu is an initiative of Govt of Kamataka to deliver the Government services at the doorsteps of the citizens. Seva Sindhu will be integrated with various service delivery channels of Govt of Kamataka, citizen services centers such as Bangalore One, Kamataka One, Abilj Jana Snehi Kendra and Bapuji Kendras and ains to bring to all departmental services on one platform. The objective is to provide Government services in a cashless, faceless and paperless manner. It is step towards provision of accessible, cost-effective, accountable and transparent government services to citizens. Seva Sindhu provides a hassle free service delivery through reduced turnaround time, minimized visits to avail services and reduced opportunity cost. Seva Sindhu also aids the department in simplifying the processes of the department by removing cumbersome, time consuming and non-value add steps, thereby enhancing the citizen service delivery mechanism.
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	SI.No. 11	Service Name	Department Name	1 State 11
	1	Amendment of Bye Laws of Souharda co-operative society	Registrar of Cooperative Societies	KARNATAKA
	2	Application Approval of cadre and strength and pay scale	Registrar of Cooperative Societies	KARNATAKA
	3	Application for Amendment of Memorandum of Association under Section 9 of the Karnataka Societies Registration Act 1960	Registrar of Cooperative Societies	KARNATAKA
	4	Application for Amendment of name, Rules and Regulations under Section 10 of the Karnataka Societies Registration Act 1960	Registrar of Cooperative Societies	KARNATAKA
	5	Application for Bye Law Amendment co-operative societies	Registrar of Cooperative Societies	KARNATAKA
	6	Application for Commencement Certificate under Chit Funds Act 1982	Registrar of Cooperative Societies	KARNATAKA
	7	Application for Issue of License to Money Lender and Pawn Brokers	Registrar of Cooperative Societies	KARNATAKA
	8	Application for Registration of Societies under Section 8 of the Karnataka Societies Registration Act 1960	Registrar of Cooperative Societies	KARNATAKA
	9	Approving the Seniority List of Housing Societies	Registrar of Cooperative Societies	KARNATAKA
	10	Prior Sanction Order under Chit Funds Act 1982	Registrar of Cooperative Societies	KARNATAKA

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	2	Application Approval of	f cadre and strength and pay scale	Registrar of Cooperative Societies	KARNATAKA
	3	Application for Amend	ment of Memorandum of Association under Section 9 of the Karnataka Societies Registration Act 1960	Registrar of Cooperative Societies	KARNATAKA
	4	Application for Amend	ment of name, Rules and Regulations under Section 10 of the Karnataka Societies Registration Act 1960	Registrar of Cooperative Societies	KARNATAKA
	5	Application for Bye La	v Amendment co-operative societies	Registrar of Cooperative Societies	KARNATAKA
	6	Application for Comm	encement Certificate under Chit Funds Act 1982	Registrar of Cooperative Societies	KARNATAKA
	7	Application for Issue o	f License to Money Lender and Pawn Brokers	Registrar of Cooperative Societies	KARNATAKA
	8	Application for Registr	ation of Societies under Section 8 of the Karnataka Societies Registration Act 1960	Registrar of Cooperative Societies	KARNATAKA
	9	Approving the Seniori	y List of Housing Societies	Registrar of Cooperative Societies	KARNATAKA
	10	Prior Sanction Order u	nder Chit Funds Act 1982	Registrar of Cooperative Societies	KARNATAKA
	11	Registration of co-ope	rative societies	Registrar of Cooperative Societies	KARNATAKA
	12	Registration of Souhar	da co-operative society	Registrar of Cooperative Societies	KARNATAKA
	Showing pag	e 1 of 1		First	Previous 1 Next Last

- 6. Fill all mandatory fields
- 7. Enter 'Captcha'
- 8. Click on 'submit'.
- 9. Enter OTP. OTP will be received to the phone no. which was link to entered Aadhaar.
- 10. Click on 'validate'.

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		Proposed Organisation Details		gchaitra43@gmail.com		
		Name of the proposed Sahakari *	Test Sahakari	Registered Address		
		Area of Operation *	Bank	Address 1/ವಿಳಾಸ 1 *	EDCS, Kasturba Road	
		Liability of Member *	Limited	Address 2/ವಿಳಾಸ 2	Bengaluru	
https://serviceonline.gov.in/configurek	a/home	Main Objectives *	Test1 Test2 Test3	Address 3/ವಿಳಾಸ 3		

Registrar of Cooperative Societies

Area of Operation *	Bank	Address 1/ವಿಳಾಸ 1 ೆ	EDCS, Kasturba Road
Liability of Member *	Limited	, Address 2/ವಿಳಾಸ 2 ೆ	Bengaluru
Main Objectives *	Test1 Test2 Test3	- Address 3/ವಿಳಾಸ 3 -	
Affidavit for having complied of Section 4)	Test affidavit	Country/ದೇಶ	India
Affidavit for having complied of sec 5(2) and 5(3). $^\circ$	Test affidavit	State/ರಾಜ್ಯ "	KARNATAKA
Whether provisions of Section 10(2) sub section 1 to 24, 11(1), 12 to 17, 22, 24, 26(1), 27, 28, 32, 34 and 47 and Rule 4, 10, 11 and 31 are incorporated in the Bye-law? If yes furnish the details.	yes 10(2) - details details details details details details details details details details details details details details	A District/තීෆ්,	BENGALURU RURAL Y
Authorised Share Capital Amount	100000	Pin Code/ಪಿನ್ ಕೋಡ್ *	561203
No. of Shareholders/members *	200		
Permission to Collect Share Capital			
Permission Letter No./ಅನುಮತಿ ಪತ್ರ ಸಂಖ್ಯೆ.	•	123456789	
Permission Letter Date/ಅನುಮತಿ ಪತ್ರ ದಿನಾಂ	ਹਰ ⁻	24/06/2019	
Jurisdiction Details Select Jurisdiction		Extends to a district & is up to a region	1
Select your District/ನಿಮ್ಮ ಜಿಲ್ಲೆಯನ್ನು ಆಯ್ಕೆ	ಮಾಡಿ *	Bengaluru Urban	•
Select your Zone/ನಿಮ್ಮ ವಲಯವನ್ನು ಆಯ್ಕೆ	ಮಾಡಿ *	Zone 2	*
Taluk (Bengaluru Urban)/ತಾಲೂಕ		CV Raman Nagar	,
Payment			
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I do not hold membership in other same type	of Souharda Sahakari.		
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Additional Details			
Application 1			
Application 1 Reference Number(Token Number)			
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Application Reference Number(Token Number)	<u>ı</u>
Register Number	1
Serial Number	
Application Received On *	24/06/2019
Apply to the Office *	JRCS Divisons(JRCS Divisions- Bengaluru Division) - Rural/Urban
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11. Review the submitted application.(Draft_application number)

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 View all available services View Status of Application 	Application Reference No :	Draft_RG004\$/2019/00005		
	Name of the Applicant/ಅರ್ಜಿದಾರರ ಹೆಸರು :	Chaitra		
	Date/ದಿನಾಂ ಳ :	03/03/1992		
	Mobile Number of the applicant/ಆರ್ಜಿದಾರರ ಮೊಬೈಲ್ ಸಂಖ್ಯೆ :	—		
	E-Mail/ಇಮೇಲ್ ವಿಳಾಸ :	gchaitra43@gmail.com		
	Proposed Organisation Details			
	Name of the proposed Sahakari :	Test Sahakari		
	Area of Operation :	Bank		
	Address 1/ವಿಳಾಸ 1 :	EDCS, Kasturba Road		
	Liability of Member :	Limited		
	Address 2/১ীখন ব :	Bengaluru		

Main Objectives :	Test1Test2Test3
Affidavit for having complied of Section 4) :	Test affidavit
Country/ದೇಶ :	India
Affidavit for having complied of sec 5(2) and 5(3). :	Test affidavit
State/നാഷ്യ :	KARNATAKA
Nether provisions of Section $10(2)$ sub section 1 to 24, $11(1)$, 1; 7, 22, 24, 26(1), 27, 28, 32, 34 and 47 and Rule 4, 10, 11 and 3 corporated in the Bye-law? If yes furnish the details. :	2 to yes 10(2) - details details are
District/ಜಿಲ್ಲೆ :	BENGALURU RURAL
Authorised Share Capital Amount :	100000
Pin Code/ಪಿನ್ ಕೋಡ್ :	561203
No. of Shareholders/members :	200
Permission to Collect Share Capital	
Permission Letter No /ಅನುಮತಿ ಪತ್ರ ಸಂಖ್ಯೆ :	123456789
Permission Letter Date/ಅನುಮತಿ ಪತ್ರ ದಿನಾಂಕ :	24/06/2019
Jurisdiction Details	
Select Jurisdiction :	Extends to a district & is up to a region

12. Click on 'attach annexures'.

Zone 2 CV Raman Nagar JRCS Divisions(JRCS Divisions- Bengaluru Division) karl, 1000
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JRCS Divisions/JRCS Divisions- Bengaluru Division)

- 13. Attach annexures. With all mandatory documents.
- 14. Click on 'save annexure'.

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	Rental agreement / ಬಾಡಿಗೆ ಕರಾರು ಪತ್ರ -	Rental Agreement		=		Choose File sample test pdf.
	Professional Certificates	Professional Certificat 🔹		=		Choose File sample test pdf.

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Details of Shareholders (Name & Address, Age, Caste, No. of Shares, Share Amount, Signature)	Details of Shareholder		Choose File sample test pdf.
Form - 1 (Rule 3) information	Form - 1 (Rule 3) infon V O Document Format	Ħ	Fetch from DigiLocker Choose File sample test pdf. Scan Fetch from DigiLocker
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Certificate or Extract from the bank for having remitted the prescribed share amount collected	Bank Challan	Ħ	Choose File sample test pdf.
the bank for having remitted the prescribed		-	Scan

15. Review of the annexure after attachment. Generated Application reference number.

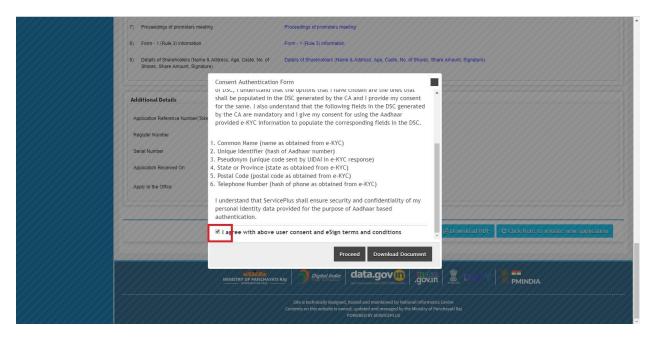
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		Date/ದಿನಾಂಕ :	03/03/1992	
		Mobile Number of the applicant/ಅರ್ಜಿದಾರರ ಮೊಬೈಲ್ ಸಂಖ್ಯೆ :		
		E-Mail/ಇಮೇಲ್ ವಿಳಾಸ :	gchaitra43@gmail.com	
		Proposed Organisation Details		
		Name of the proposed Sahakari :	Test Sahakari	
		Area of Operation :	Bank	
		Address 1/ವಿಳಾಸ 1 :	EDCS, Kasturba Road	
		Liability of Member :	Limited	
		Address 2/ವಿಳಾಸ 2 :	Bengaluru	

Main Objectives :	Test1Test2Test3	*
Affidavit for having complied of Section 4) :	Test affidavit	
Country/dtø :	India	
Affidavit for having complied of sec 5(2) and 5(3). :	Test affidavit	
State/ଫata :	KARNATAKA	I.
Whether provisions of Section 10(2) sub section 1 to 24, 11(1), 12 to 17, 22, 24, 26(1), 27, 28, 32, 34 and 47 and Rule 4, 10, 11 and 31 an incorporated in the Bye-law? If yes furnish the details. :	yes 10(2) - details details e	
District/ಜಿಲ್ಲೆ :	BENGALURU RURAL	
Authorised Share Capital Amount :	100000	
Pin Code/ಪಿನ್ ಕೋಡ್ :	561203	
No. of Shareholders/members :	200	
Permission to Collect Share Capital		
Permission Letter No./ಅನುಮತಿ ಪತ್ರ ಸಂಖ್ಯೆ :	123456789	
Permission Letter Date/ಅನುಮತಿ ಪತ್ರ ದಿನಾಂಕ :	24/06/2019	
Jurisdiction Details		
Select Jurisdiction :	Extends to a district & is up to a region	
	• • •	*

Select your District/ನಿಮ್ಮ ಜಿಲ್ಲೆಯನ್ನು ಆಯ್ಕೆಮಾಡಿ :	Bengaluru Urban
Select your Zone/ನಿಮ್ಮ ವಲಯವನ್ನು ಆಯ್ಕೆಮಾಡಿ :	Zone 2
Taluk (Bengaluru Urban)/ತಾಲೂಕ :	CV Raman Nagar
JRCS Office :	JRCS Divisons(JRCS Divisions- Bengaluru Division)
Payment	
I do not hold membership in other same type of Souharda Sahakari.	
Payment/ಪಾವತಿ :	1000
I Agree :	Yes
Annexure List	
1) Caste Certificate	Caste Certificates
2) Copy of Permission to collect initial share capital	Copy of Permission to collect initial share capital
3) Bye Law	By-law Copy
4) Rental agreement / ಬಾಡಿಗೆ ಕರಾರು ಪತ್ರ	Rental Agreement
5) Professional Certificates	Professional Certificates
Fordessional Certificates Certificate or Extract from the bank for having remitted the prescribed share amount collected	Professional Cettificates Bank Challan

7) Proceedings of promoters meeting	Proceedings of promoters meeting
8) Form - 1 (Rule 3) information	Form - 1 (Rule 3) information
9) Defails of Shareholders (Name & Address, Age, Caste, No. o Shares, Share Amount, Signature)	Details of Shareholders (Name & Address, Age, Casle, No. of Shares, Share Amount, Signature)
Additional Details	
Application Reference Number(Token Number)	1
Register Number	1
Serial Number	
Application Received On	24/06/2019
Apply to the Office	JRCS Divisons(JRCS Divisions- Bengaluru Division)
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16. Tick mark at 'I agree' then click on 'proceed'.



- 17. Enter Aadhaar number
- 18. Click on 'get OTP'. OTP will be received to the phone no. which is linked to enter Aadhaar.

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	I have read and provide my consent View Document Information	
	Submit Cancel Not Received OTP? Resend OTP	

19. Successful submission of the application is done from applicant. Log out.

After approval or rejection from the department users, The approval or rejection certificate can be downloaded from 'menu'->'view status of the application'->view submitted application->'get data'->search with the application reference no. ->click on the 'delivered' or 'rejected' to get the certificate.

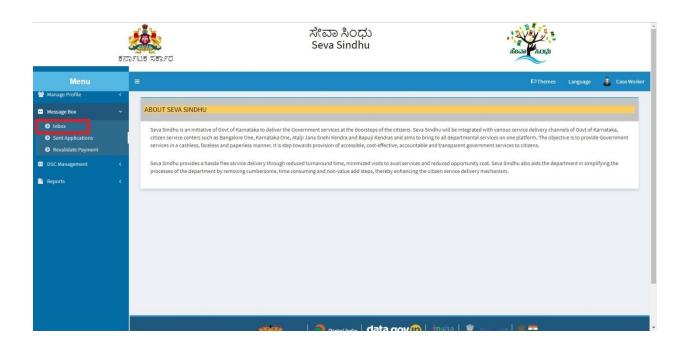
Steps to be performed by Caseworker

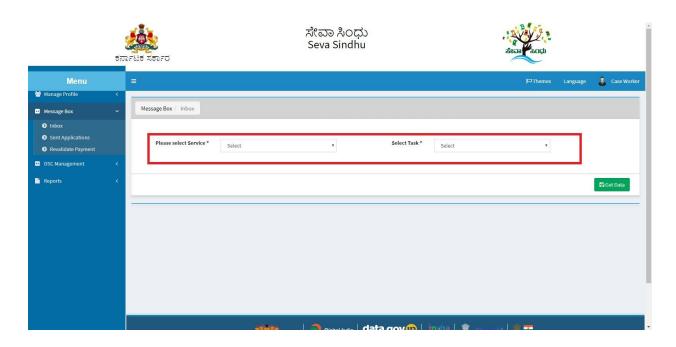
1. Login to Case worker page using provided login credentials.

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2. Go to->MENU->message box->inbox->'select service' and 'select Task' ->click on 'get data'

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Reports	¢	services in a cashless, faceless a Seva Sindhu provides a hassle fi	and paperless manner. It is step towards provision of accessible, cost-effective, accountable a free service delivery through reduced turnaround time, minimized visits to avail services and removing cumbersome, time consuming and non-value add steps, thereby enhancing the c	and transparent government services to citizens. reduced opportunity cost. Seva Sindhu also aids the department in simplifying the
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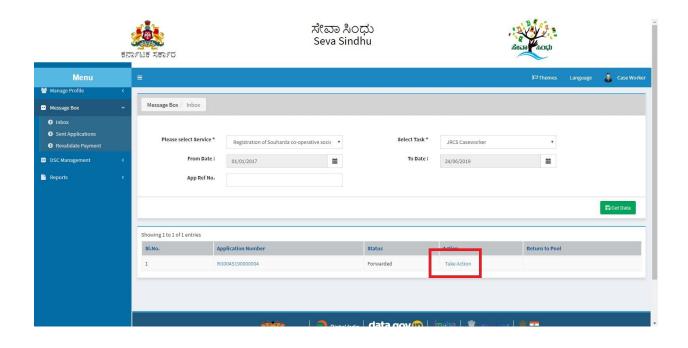
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3. Click on application number to review the application. After review click on 'close'.

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4. Click on 'pull'. If once already clicked on 'pull' it shows 'take action'. Click on 'take action' if there.

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- 5. Click on application number to review the application. After review click on 'close'.
- 6. Click on 'View Processing History'->click on 'Completed' to verify the applicant's application.



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		JRCS Caseworker	Case Worker	20/06/2019	NA	Under Processing	
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5. Click on view to review the remarks provided.

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- 6. Fill mandatory fields.
- 7. Write remarks. Click on 'submit'.

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8. Successful submission message. Log out or continue the same step for more applications received.

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Steps to be performed by officer2.

- 1. Login to ALC page.
- 2. Go to->MENU->message box->inbox-> Click on 'pull'

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- 3. Click on 'View Processing History'->click on 'Completed' to verify the applicant's application.
- 4. Fill mandatory fields.
- 5. Write remarks. Click on 'submit'.

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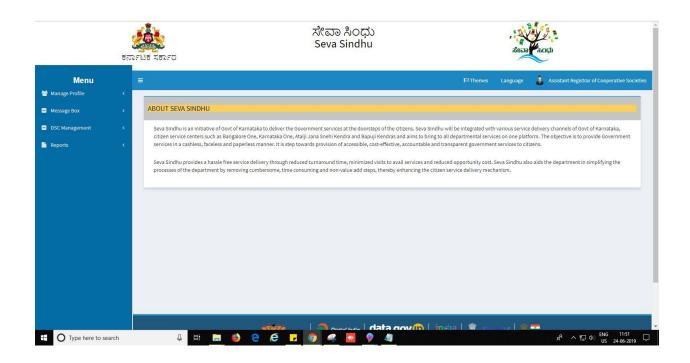
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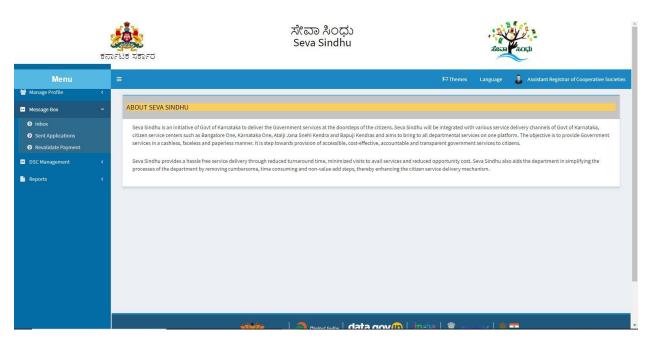
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Steps to be performed by ARCS .

- 1. Login to ARCS page.
- 2. Go to->MENU->message box->inbox-> Click on 'pull'

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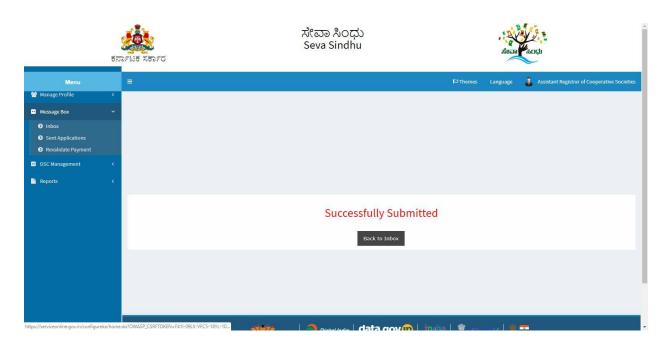
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- 7. Click on 'View Processing History'->click on 'Completed' to verify the applicant's application.
- 8. Fill mandatory fields.
- 9. Write remarks. Click on 'submit'.

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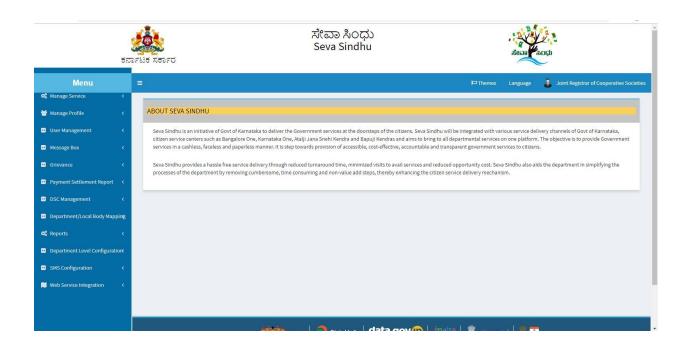
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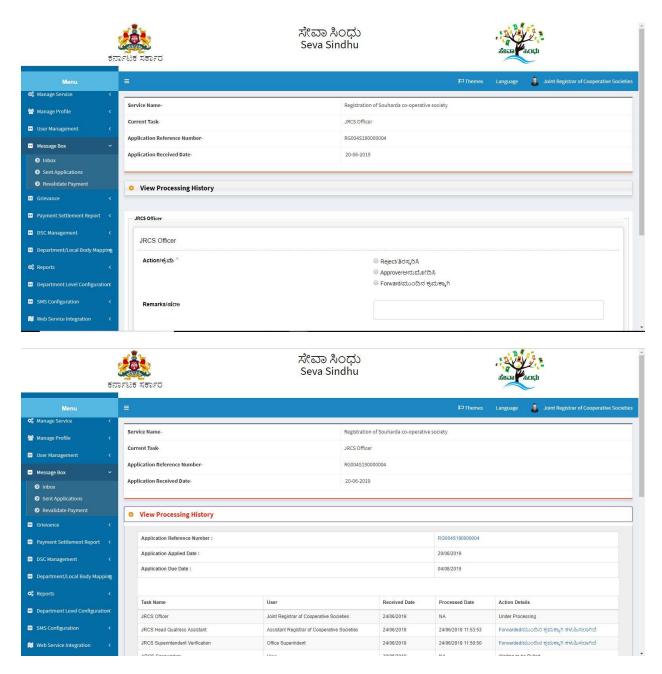
Steps to be performed by JRCS.

- 1. Login to JRCS page.
- 2. Go to->MENU->message box->inbox-> Click on 'pull'



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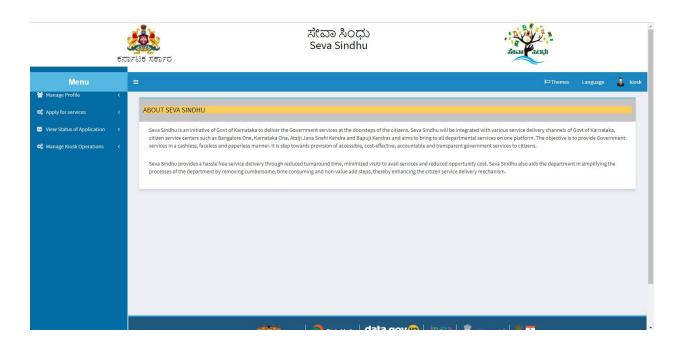
3. If 'see clarification' is selected.

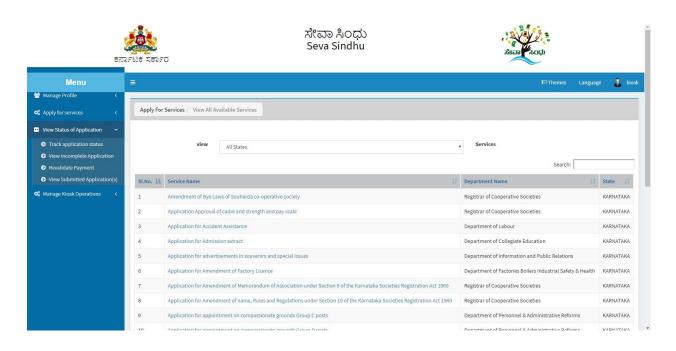
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Steps APPLICANT's login: approval or rejection certificate or sent back for clarification

After approval or rejection from the department users, The approval or rejection certificate can be downloaded from 'menu'->'view status of the application'->view submitted application->'get data'- >search with the application reference no. ->click on the 'delivered' or 'rejected' to get the certificate.





- 1. Applicant can see the status of the application in 'current status' section. Below screenshot contain
 - a. 'under process' application which is applied and seen by the workflow officer
 - b. 'delivered' output certificate received
 - c. And 'waiting for applicant's response' Officer sent back the annexure for clarification
 - d. 'initiated' application applied and is not seen by the department officer.

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	241	Registration of Souharda o	o-operative society	RG004S19000000	1	17/05/2019	17/05/2019	01/07/2019	Delivered
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2. Click on 'click here' to see the rejection reason. Applicant can reattach and send the application again for the process.

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3. Click on 'delivered' to check the output certificate.

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	110		o-operative society	R	5004S190000001	17/05/2019	17/05/2019	01/07/2019	Delivered	
	241	Registration of Souharda co							Waiting for Applicant's	
		Registration of Souharda of	o-operative society	R	5004S190000004	20/06/2019	20/06/2019	04/08/2019	Response	
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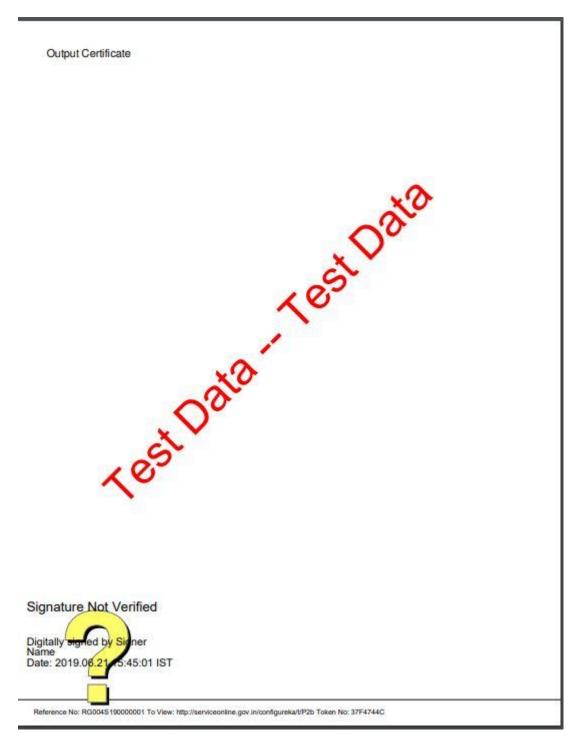
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Registrar of Cooperative Societies

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Generated Sanction order

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