



F. No. RCS/07-66/2024/790'

अण्डमान एवं निकोबार प्रशासन

ANDAMAN AND NICOBAR ADMINISTRATION

सचिव) सहकारिता-(व-पंजीकार सहकारी समितियों का कार्यालय

OFFICE OF THE SECRETARY (COOP.)-CUM-RCS

कामराज) वी.हाई.पी (रोड /Kamaraj (V.I.P) Road

श्री विजय पुरम/ Sri Vijaya Puram-744103

.....



Dated the 06 June, 2025

### MEMO

**Sub: NCDC Regional Awards for Cooperative Excellence and Merit – 2025 for Primary Cooperative Societies and FPO Cooperatives – Regarding.**

I am directed to inform that the National Cooperative Development Corporation has instituted a Scheme to present awards for Cooperative Excellence and Merit-2025 to Primary Cooperative Societies and FPO Cooperatives. Under the Scheme, awards shall be given to ten primary Cooperative Societies for each States/UTs in a year. The award consist of First Prize-Cooperative Excellence of Rs 35,000/- and Second Prize-Cooperative Merit of Rs 25,000/- along with certificate of recognition/citation. The detailed Scheme Guidelines,, the format of Application Form to be submitted by the participating societies and criteria to be adopted for the selection of the societies & FPO Cooperatives as given below are enclosed for your information:

- i. Scheme for NCDC Regional Awards for Cooperative Excellence and Merit-2025.
- ii. Guidelines (**Annexure-I**)
- iii. Application Form to be filled by the Society and by FPO (**Annexure II-B**)
- iv. Criteria for selection of Societies for NCDC Regional Awards for Cooperative Excellence and Merit-2025 (**Annexure-III**)
- v. List of MoC initiatives for selecting society under Category 3 (**Annexure-IV**)

All the Inspector and Sub-Inspector of Cooperative Societies, Circle No.1 to XVIII are therefore directed to give wide publicity about the NCDC Scheme to present awards for Cooperative Excellence and Merit-

2025 among Cooperative Societies in their respective Circles and coordinate with them to fill up the prescribed application form as per the criteria and collect the application from respective societies and forward the same to this office by 25.06.2025 for taking further necessary action in this regard.

Encl: As above

  
06/06/2025  
**Assistant Registrar (Technical)**

**To**

All the Inspector/Sub-Inspector of Cooperative Societies, Circle No.I to XVIII.

**Copy to:**

1. The Deputy Registrar of Cooperative Societies, Mayabunder/Sri Vijaya Puram/ Car Nicobar for kind information.
2. All the ARCS (Diglipur/Mayabunder/Rangat/Sri Vijaya Puram (Urban)/ Sri Vijaya Puram (Rural) / Ferrargunj /Little Andaman /Car Nicobar / Nancowry & Campbell Bay) for necessary action.
3. The NO (IT) with the request to upload the NCDCs Scheme and announcement letter on this department website for the NCDC awards.

  
06/06/2025  
**Assistant Registrar (Technical)**

## NCDC REGIONAL AWARDS FOR COOPERATIVE EXCELLENCE AND MERIT-2025

### **1. Name of the Scheme/Award:**

The award shall be known as Regional Awards viz. (a) "NCDC Award of Excellence for Cooperatives" & (b) "NCDC Award of Merit for Cooperatives" & will be conducted biennially i.e. once in every 2 years.

### **2. Objective of the Scheme:**

- i) To recognize the important role played by cooperatives for cooperative development of the country.
- ii) To promote the spirit of competition amongst the grass-root level cooperatives i.e. Primary Level Societies and recognize their role in socio-economic development.
- iii) To publicize the role of NCDC as a National Level Institution for Promotion and Development of Cooperatives.
- iv) To recognize good working FPOs & the societies who have adopted the new initiatives of Ministry of Cooperation, GoI.

### **3. Categories of Awards:**

NCDC has decided to continue with the Regional Awards for Cooperative Excellence and Merit in the following five categories:

Category No.	Category of Award	Eligible Coops.	No. of Awards		Amount* (in₹)
1	Best Primary Credit Coops (PACS)	All Agri Credit Coops (PACS, Agri Banks etc.)	2	First Prize - Excellence	35,000.00
				Second Prize - Merit	25,000.00
2	Best Primary Cooperatives in One Prominent Sector of the State.	All Primary Cooperatives of respective Sector	2	First Prize - Excellence	35,000.00
				Second Prize - Merit	25,000.00
3	Best Primary Cooperatives adopting the initiatives of Ministry of Cooperation.	All Primary Cooperatives	2	First Prize - Excellence	35,000.00
				Second Prize - Merit	25,000.00
4	Best Women Cooperatives	All Primary Women Cooperatives	2	First Prize - Excellence	35,000.00
				Second Prize - Merit	25,000.00
5	Best FPO Cooperatives	All functional FPO Cooperatives	2	First Prize - Excellence	35,000.00
				Second Prize - Merit	25,000.00
Total No. of Awards			10		3,00,000.00

\*Note: NCDC Regional Awards shall be in the form of cash and a certificate of recognition/citation.

#### **4. Eligibility Criteria**

The applicant society should fulfill the following conditions for being nominated under the scheme: -

- i) A) The society must have positive net worth, no erosion of share capital and be in net profit in the preceding three years.  
B) In case of FPOs (Category 5), the FPO must have positive net worth, no erosion of share capital and no net loss for minimum past one financial year.
- ii) The society should have no default in repayments.
- iii) The society should have an elected Board of Directors, barring exceptional circumstances (certified by RCS).
- iv) The society should have shown initiative for socio-economic development and bringing women and weaker sections in its fold.
- v) Up to date audit - (statutory/Chartered Accountant) and the Audit classification of the society should be **A** or **B**. FPOs (Category 5) may be exempted. In case audit is not completed for FY 2024-25, the provisional accounts duly certified by CA may be considered.

#### **5. Selection of Societies/FPOs for the Awards:**

Selection of societies/FPOs for awards will be made by the State Level Selection Committee constituted for the purpose with the Regional Director, NCDC as the Convener.

The State Level Selection Committee will screen nominations received and select two best societies in each category for Awards. Guidelines for evaluation methodology are given in **Annexure-I**.

A copy of Application Form to be filled in by Primary Cooperative Societies is given in **Annexure-II-A**.

A copy of Application Form to be filled in by FPO Cooperatives is given in **Annexure-II-B**.

Criteria for Selection of Societies & FPOs for NCDC Regional Awards for Cooperative Excellence and Merit – 2025 is given in **Annexure-III**.

List of MoC initiatives for selecting society under Category 3 (**Annexure-IV**)

#### **6. Declaration/Presentation of Awards:**

NCDC Regional awards shall be announced and presented to the winners at a function to be organized at State Capital or at any other place as decided by the Corporation OR the State Level Selection Committee.

#### **7. Last Date for Receipt of Application**

Eligible societies are required to submit application (in the format enclosed) to the respective Regional Directors, latest by **31st August, 2025**.

**GUIDELINES****1. Increasing the Participation**

- i) Wide publicity, for seeking nomination of societies for awards may be given through Local Newspapers/Cooperative Journals/ website/ social media.
- ii) Letter from Regional Director may be issued to the Secretary/RCS of all State/UTs, all State Commodity/Labour/Industry/Service Marketing Cooperative Federations, District Cooperative Federations/District Registrars with a copy of scheme and application form.
- iii) The interested societies/FPOs can obtain the application forms from Regional Director Office or alternately download from NCDC web site ([www.ncdc.in](http://www.ncdc.in))
- iv) Reminder letters from Regional Directors to all above in Serial No.(ii) & (iii) may be issued at certain intervals to expedite nominations of societies/FPOs timely.
- v) All filled-in-application forms by societies/FPOs may be sent to the offices of Regional Directorates, NCDC.

**2. State Level Selection Committee-Constitution and Functions**

State Level Selection Committee will comprise the following members:

- i. Principal Secretary/Secretary (Cooperation)/Registrar of Cooperative Societies – Chairman
- ii. One member from Cooperation Departments of Government
- iii. One Cooperative Leader (President/Chairman, State Level Cooperative Federations Namely State Cooperative Union/SCB etc.
- iv. Regional Director, NCDC - Convener member

**3. The functions of the committee**

- i) The committee will scrutinize the data submitted by societies, on the basis of eligibility conditions laid down in the, scheme for participation in the Award.
- ii) To select the best ten (10) societies including FPOs among the eligible entries; following evaluation guidelines may be followed: -
  - a) Performance of societies in the preceding three years i.e. 2022-23, 2023-24 and 2024-25. **In case of FPOs, the performance evaluation will be done on the basis of information of minimum one year performance, i.e. the preceding FY. However, if the FPO has furnished performance data for more than one FY then the same may be considered for evaluating the FPOs.**
  - b) With reference to expansion of membership base, owned funds, business turnover, net profit and amount spent on welfare activities.
  - c) Societies having won in any of the preceding two consecutive NCDC Excellence Awards will not be eligible for the NCDC Regional Awards.
- iii) The Committee may alter/amend the eligibility for selection of Cooperatives who have adopted the MOC initiatives (Category 3) & for selection of FPOs (Category 5) for the regional awards, as required.

**NOTE:** Incomplete application forms without supporting documents will be summarily rejected.

**राष्ट्रीय सहकारी विकास निगम**  
**NATIONAL COOPERATIVE DEVELOPMENT CORPORATION**

**APPLICATION FORM FOR NCDC REGIONAL AWARDS FOR COOPERATIVE EXCELLENCE AND MERIT-2025**  
**(Separate Application for each Category Award to be submitted)**

Applying for NCDC Regional Award in the Category of (In case same society desires to contest in different category of award, separate application is to be submitted)	1.	Best Primary Credit Coop (PACS)		Please tick appropriate box
	2.	Best Primary Cooperative in prominent Sector of the State		
	3.	Best Primary Cooperatives adopting the initiatives of Ministry of Cooperatives.		
	4.	Best Women Cooperative		
	—			

TYPE OF COOPERATIVES (PACS, Marketing, Women, Dairy, Sugar, Fisheries, etc.)	—			
------------------------------------------------------------------------------	---	--	--	--

**A. GENERAL INFORMATION: -**

1.	Name and Address of the Society	
2.	Name of the Chief Executive/Contact person	
3.	Telephone Office landline/Mobile Number	
4.	Email Address	
5.	List of Commercial /business activities undertaken by the society	
6.	Details of Social Activities /Members Welfare programme including Training and Education activities undertaken by the society during the last 3 years (e.g. housing, primary health, adult education, women education, BOM/members education, drinking water supply, education facilities etc.)	
7.	Whether the society has any special programme for involvement of women, weaker section, self-help groups, farmer/youth clubs or other voluntary organizations? Please give brief description preferable point-wise.	
8.	Details of new initiatives of MoC adopted by the society	

**B. DETAILS OF MEMBERSHIP & BUSINESS ACTIVITIES**

S.No.	PARTICULARS			2022-23	2023-24	2024-25
1.	<b>Membership Details</b>					
	A	Members	Men	Women		
		SC Members				
		ST Members				
		OBC				
		General				
		Total Individual Members				
	B	No. Coops as Members				
	C	No. SHGs as Members				
	D	State Govt.				
		Total Membership (A+B+C+D)				
	E	Women Members out of total				
	F	Number of members doing business with the society (i.e. Active Members)				
	G	The date of the last three Annual general Meeting				

S.No.	PARTICULARS		2022-23	2023-24	2024-25
	H	Total Number of Members who attended AGM			
2.	<b>Details of business activities undertaken (Pl. enclose detailed statement as relevant to the society)</b>				
3.		<b>Credit activities (if applicable)</b>			
	i)	Agri. Loan			
		ST Loan			
		MT Loan			
		LT Loan			
		Total			
	ii)	Other than Agri Credit			
		ST Loan			
		MT Loan			
		LT Loan			
		Total			
		<b>Credit - Recovery - Agri Loan</b>			
	i)	Demand Raised (Rs in lakh)			
	ii)	Collection / Recovery (Rs lakh)			
	iii)	Balance (Rs in lakh)			
	iv)	Recovery % (ii) / (i)			
		<b>Credit - Recovery - Non-Agri Loan</b>			
	i)	Demand Raised (Rs. in lakh)			
	ii)	Collection / Recovery (Rs. in lakh)			
	iii)	Balance (Rs. in lakh)			
	iv)	Recovery % (ii) / (i)			
4.	<b>Processing Activities Undertaken by the Society (if applicable)</b>				
	a.	Type of Processing Unit			
	b.	Raw Material & Finished Products			
	c.	Capacity of the Unit (in MTs)			
	d.	Capacity Utilization (in %)			
	e.	Turnover of the Unit			
5.	<b>Performance Results</b>				
	(i)	Business turnover			
	(ii)	Of the above, Government sponsored business			
	(iii)	Gross Profit before interest depreciation and Tax			
	(iv)	Interest			
	(v)	Cash Profit (iii-iv)			
	(vi)	Depreciation			
	(vii)	<b>Profit before Tax (v-vi)</b>			
	(viii)	Income Tax			
	(ix)	<b>Net Profit (vi-vii)</b>			
6.	<b>Financial position</b>				
	(i)	Gross Block (Fixed Assets)			
	(ii)	Depreciation			
	(iii)	<b>Net Block (1-2)</b>			
	(iv)	Work in Progress (fixed assets)			
	(v)	Investment			
	(vi)	<b>Total Fixed assets (iii+iv+v)</b>			
	(vii)	Current Assets			
	(viii)	Current Liabilities			
	(ix)	<b>Net Working Capital (vii-viii)</b>			
	(x)	<b>Loans &amp; Advances Received</b>			
	(xi)	<b>Deposits</b>			
	(xii)	<b>Paid up Share Capital</b>			
		Members Share capital			
		S/Govt,			
		Others			
		<b>Total Share Capital</b>			

S.No.	PARTICULARS		2022-23	2023-24	2024-25
	(xiii)	Reserves (excluding depreciation)			
	(xiv)	Undistributed Profits (+)/ Accumulated Losses (-)			
7.		Dividend Distributed (%)			
8.	<b>Business done by adopting MOC initiative</b> (to be filled up for nomination under Category 3)				
	a.	Name of the MOC initiative			
	b.	Business turnover			
	c.	Net profit			

### C. QUALITATIVE FACTORS

S.No.	PARTICULARS	2022-23	2023-24	2024-25
1	Status of Board (Elected / Non-Elected) if elected -date of last election			
2	Audit Classification			
3	Manpower and Training			
	Total No. of Employees			
	Salary & Wages Paid			
	No. of employees trained			
4	Amount spent on welfare programme /Activities			
5	Awards received, if any (Please give details)			
6	No. of Social Activities undertaken			
7	No. of people benefitted by the society			

#### Certified that

- a) Society is not in default to any financing institution / Bank/ NCDC.
- b) Accounts of the society have been audited (Statutorily/Chartered Accountant) Upto.....
- c) It has been checked that all applicable columns have been filled up with the relevant information.
- d) The above information is true to the best of my knowledge. In case, any information is found false, the application would be liable for rejections.

(Name & Signature of the Chief Executive)  
with seal of the Society

#### Note: -

- (i) Please enclose a brief note about the society and its achievements highlighting:
  - a) Adherence to the prevailing provisions of Acts,rules, regulations and guidelines issued by the Government.
  - b) Benefits to the members of the Society
  - c) Benefits to the area of Society
  - d) Adoption of sustainable business and development practices
  - e) Concern for the environment and communities
  - f) Innovation approach / practices adopted by the society
  - g) Timely conduct of Elections
  - h) Profitability of the Society
  - i) Professionalism in the society and training of its members.
  - j) Current business, source of Funding and Rate of interest of the Funding.
  - k) Future business expansion plan and source of funding.
- (ii) Please enclose audited balance sheet, profit & loss /trading account and annual report duly certified by the Chief Executive of the Society
- (iii) Penalty, if any, imposed to the applicant Cooperative by any regulatory authority be indicated.

**CRITERIA FOR SELECTION OF SOCIETIES FOR NCDC REGIONAL AWARDS FOR COOPERATIVE EXCELLENCE AND MERIT – 2025**

**1) For selection of Best Primary Credit Coops (PACS)/ Best Primary Cooperatives in Prominent Sector of the state /Best women cooperative**

Average Annual Growth Rate for the Period 2022-23 to 2024-25 (%)	Membership
	Ordinary Member Share Capital
	Total Share Capital
	Reserves & Funds
	Total Funds
	Business Turnover
	Net Profit
Average Performance (for the period 2022-23 to 2024-25)	Active Member w.r.t. Total members %
	Own Business w.r.t. Govt. Sponsored business %
	Audit Classification
	Audit Classification score
	Dividend %
	Return on Capital %
	Per Employee Business Turnover
	Employee Trained %
	Social Welfare Activities (No.)
	Amount spent on Welfare w.r.t. Net Profit %
Performance Data for 2024-25 (Rs. in lakh)	Membership (No.)
	Total Share Capital
	Total Funds
	Business Turnover
	Net Profit
Average Performance (for the period 2022-23 to 2024-25)	AGM Attendance %

**2) For selection of FPO cooperative: \***

Average Annual Growth Rate for the period since its incorporation (%)	Membership
	Ordinary Member Share Capital
	Total Share Capital
	Reserves & Funds
	Total Funds
	Business Turnover
	Net Profit

Average Performance (For the period since its incorporation)	Active Member w.r.t. Total members %
	Own Business w.r.t. Govt. Sponsored business %
	Audit Classification, if any
	Audit Classification score, if applicable
	Dividend %
	Return on Capital %
	Per Employee Business Turnover
	Employee Trained %
	Social Welfare Activities (No.)
	Amount spent on Welfare w.r.t. Net Profit %
Performance Data for 2024-25 (Rs. in lakh)	Membership (No.)
	Total Share Capital
	Total Funds
	Business Turnover
	Net Profit
Average Performance (For the period since its incorporation)	AGM Attendance %
	No. of Licenses obtained by the FPO
	No. of tranches of Equity Grant availed
	No. of tranches of FPO Mgmt, cost availed
	Updation of MIS portal
	Updation of LMS portal

### 3) For selection of primaries for adopting new initiatives of MoC:

Average Annual Growth Rate for the Period 2022-23 to 2024-25 (%)	Membership
	Ordinary Member Share Capital
	Total Share Capital
	Reserves & Funds
	Total Funds
	Business Turnover
	Net Profit
Performance Data for 2024-25 (Rs. in lakh)	Membership (No.)
	Total Share Capital
	Total Funds
	Business Turnover
	Net Profit
#Details of the MoC initiatives adopted by the primary society	

Business performance of the MoC initiative in FY 2024-25 (Rs. in lakh)	Business turnover	Net profit
1 <sup>st</sup> initiative		
2 <sup>nd</sup> initiative		
3 <sup>rd</sup> initiative		
4 <sup>th</sup> initiative		

# MoC initiatives as indicated in **Annex-4** to be considered for evaluation by the Selection Committee.

- i) While evaluating the societies, if required the Selection Committee may consider other information related to adoption of new MoC initiative by the society.
- ii) Further, if required the Committee may alter/amend the eligibility for selection of Cooperatives who have adopted the MoC initiatives (Category 3) & for selection of FPOs (Category 5) for the regional awards.

**Annexure -4**

**List of MoC initiatives for evaluation by the Selection Committee for selecting society under Category 3**

1. Strengthening of PACS through Computerization
2. World's largest Decentralized Grain Storage Program in Cooperative Sector
3. PACS as Common Service Centres (CSCs)
4. PACS for LPG Distributorship
5. Permission to convert Bulk Consumer Petrol Pump operated by PACS into retail outlets
6. Priority to PACS for new Petrol/Diesel Pump dealerships.
7. PACS as Jan Aushadhi Kendra
8. PACS as Pradhan Mantri Kisan Samridhi Kendra (PMKSK)
9. PACS as Paani Samiti
10. Convergence of PM-KUSUM Scheme at PACS Level
11. Inclusion of Cooperative Societies as 'Buyer' on GeM Portal
12. Membership of National level multi state societies (BBSSL, NCOL & NCEL)

\*\*\*