

For official use only

CO-OPERATIVE TRAINING

*Notes and Proceedings relating to the Third Meeting
of the Central Committee for Co-operative Training
held on 18th January 1956*

Vol. III

**CENTRAL COMMITTEE
FOR
CO-OPERATIVE TRAINING
RESERVE BANK OF INDIA
BOMBAY**

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BOMBAY**

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**CENTRAL COMMITTEE FOR
CO-OPERATIVE TRAINING**

*Notes and Proceedings relating to
Third Meeting*

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INTRODUCTORY

THE Reserve Bank of India and the Government of India jointly constituted a Central Committee for Co-operative Training in the year 1953 for formulating plans and for organising and directing arrangements in regard to the training of the staff of the Co-operative Departments and co-operative institutions in the country, at all levels, viz. higher, intermediate and junior. The Reserve Bank undertook the responsibility for training the higher and intermediate personnel, while the Government of India is (in conjunction with the State Governments) responsible for training the junior officers. The Central Committee acts as a Committee of the Reserve Bank so far as the training of the former two classes of staff are concerned and as a Committee of the Government of India so far as the junior officers are concerned. It administers the funds allotted to it by the Reserve Bank of India for the conduct of the superior and intermediate training courses, examines schemes for junior officers' training schools and recommends financial assistance to States in this behalf. The secretarial work relating to the Committee is done by the Agricultural Credit Department of the Reserve Bank of India.

THIRD MEETING OF THE CENTRAL COMMITTEE FOR CO-OPERATIVE TRAINING

(18th January 1956 at the Reserve Bank of India Building, Bombay)

AGENDA

NOTES

- I** Review of progress made at the various Co-operative Training Centres.
- II** Consideration of the proceedings of the various Standing Sub-Committee Meetings.
- III** Consideration of the revision of pay scales for the lecturers at the Regional Co-operative Training Centres and Block Level Co-operative Officers' Training Centres (Not printed).
- IV** Any other matter raised with the permission of the Chairman.
- V** Date of next meeting of the Central Committee for Co-operative Training.

NOTE I

REVIEW OF PROGRESS MADE AT THE VARIOUS CO-OPERATIVE TRAINING CENTRES

A. Senior Officers' Training Course

At the first meeting of the Central Committee for Co-operative Training held in December 1953, it was decided that the training of higher co-operative officials should, for the time being at any rate, be conducted on an all-India basis at one centre, viz., Poona, at the Co-operative Training College conducted by the Bombay Provincial Co-operative Institute, the question of establishing more centres being kept open. When the Committee met for the second time in July 1954, the Senior Officers' Course at Poona had been reorganised. The question of organising more centres was examined by the Standing Sub-Committee of the Central Committee from time to time; but it was felt that there was no immediate need for opening a second centre.

Under the reorganised course for Senior Officers at Poona, arrangements have been made to provide training facilities for 40 candidates in each session instead of 20 as in the past. Two sessions (the fifth and sixth in the series) have so far been completed, the seventh course is in progress, and the eighth session in the series will commence from February 1956. The following table shows the number of trainees at each of these sessions.

State	5th session	6th session	7th session
1	2	3	4
Andhra	3	1	2
Assam	1	2	3
Bihar	2	3	5
Bhopal	1
Bombay	3	6	5
Coorg	2	2	2
Himachal Pradesh	2	2	2
Hyderabad (Dn.)	7	2	3
Jammu and Kashmir	5
Madhya Bharat	2	2	1
Madhya Pradesh	3	3	4
Madras	3
Manipur	1
Mysore	1	..
PEPSU	1	..
Orissa	1	2	1
Punjab	1	1	1
Rajasthan	2
Travancore-Cochin	1
Uttar Pradesh	3	3	..
Vindhya Pradesh	2	1	1
West Bengal	4	..	1
	44	32	36

On a representation received from the trainees of the fifth session of the Senior Officers' Course, the Standing Sub-Committee examined, in consultation with the Principal of the Co-operative Training College, Poona, the rates of stipends paid to trainees of the Senior Officers' Course and decided in its fifth meeting held on the 13th January 1955 that while the rate of stipend paid to trainees when at the centre at Rs. 75 per month per candidate might continue, the rate of stipend when on tour should be raised from Rs. 100 to Rs. 150 per month per candidate. Details of the privileges available at the centre before and after revision are given below for the information of the Central Committee.

Original scale of concessions

- (A) Free tuition
- (B) Payment of travelling allowance: Single second class fares for the journeys: (a) to and from the training centre, and (b) on the tours connected with practical training.
- (C) Rent-free lodging
- (D) Monthly stipends: To meet part of the cost of boarding, candidates may be paid Rs. 75 per month while at the training centre and Rs. 100 per month while on tour.

Revised scale of concessions

- (A) Free tuition.
- (B) Payment of travelling allowance:
- (i) Single first class* fares for railway journeys: (a) to and from the training centre; (b) on the tours connected with practical training.
- (ii) Actual bus fare from residence to railway station and from railway station to the hostel at the time of joining the centre or leaving it.
- (iii) Mileage at the rate of one anna per mile for journeys performed by road while under practical training provided the journey is over five miles.
- (C) Rent-free lodging while at the training centre.
- (D) Monthly stipends: To meet part of the cost of boarding, a stipend of Rs. 75 per month while at the training centre and Rs. 150 per month while on tour.

A few changes have also been made in the syllabi for the course, but they are of a minor nature.

B. Training Scheme for Intermediate Co-operative Personnel

The Central Committee had, at its first meeting, decided that there should be five Regional Centres for training the 'Intermediate' co-operative personnel. When the Committee met for the second time in July 1954, two Regional Co-operative Training Centres, one at Poona for the Western Zone and another at Madras for the Southern Zone, had commenced functioning. Since then, the third Regional Co-operative Training Centre at Pusa for the Eastern

*Consequent on reclassification of railways.

Zone has started working from 15th November 1954 and arrangements have been finalised to start the remaining two Regional Training Centres for the Northern and Central Zones at Meerut and Indore respectively from the 16th January 1956. Thus from the year 1956, there will be five Regional Co-operative Training Centres to serve the needs of the various States as shown below:

<i>Training Centre at</i>	<i>Zone and States in the Zone</i>
Poona	Western Zone—Bombay, Madhya Pradesh, Saurashtra and Kutch.
Madras	Southern Zone—Madras, Andhra, Mysore, Hyderabad, Travancore-Cochin and Coorg.
Pusa	Eastern Zone—Assam, Bihar, Orissa, West Bengal, Manipur and Tripura.
Meerut	Northern Zone—Uttar Pradesh, Punjab, Delhi, Himachal Pradesh and PEPSU.
Indore	Central Zone—Madhya Bharat, Rajasthan, Bhopal, Ajmer and Vindhya Pradesh.

Based on the experience of the working of three of the centres, the Standing Sub-Committee of the Central Committee have made a few changes in the syllabi for the Intermediate Co-operative Training Course and the privileges granted to the trainees. These are enumerated below for the information of the Central Committee.

(i) *Change of syllabi*

The Standing Sub-Committee of the Central Committee had decided, in its first meeting held in April 1954, that the syllabi as proposed by it should be given a trial for one year before any modifications were attempted. Accordingly, the proposed syllabi was worked in the Regional Training Centres for one year. In August 1955, the Committee convened a conference of the Registrars of Madras, Andhra, Bihar, Bombay, Orissa and Hyderabad and the Principals of the three Regional Training Centres at Poona, Madras and Pusa to review the syllabi for the various training courses. The conference decided that the compulsory subjects taught at each training centre should be the same, viz.,

- (i) Theory, History and Practice of Co-operation
- (ii) Co-operative Law
- (iii) Banking
- (iv) Book-keeping and Accountancy
- (v) Rural Economics

The four optional subjects were to be

- (i) Advanced Accountancy and Auditing
- (ii) Advanced Co-operative Banking including Land Mortgage Banking

(iii) Agricultural Marketing

(iv) Industrial Co-operation including Village Industries.

It was, however, agreed that variations in optional subjects could be allowed depending upon the special facilities available for teaching each subject. Thus at the Poona Training Centre, an additional optional subject 'Detailed working of Co-operative Societies and the Co-operative Department' will be taught while at the Madras Training Centre, an additional optional subject on 'Land Mortgage Banking' has been permitted and the subject of 'Departmental set-up' has been grouped with 'Co-operative Audit.'

(ii) Change in privileges given to trainees

Along with the change in the rate of stipend paid to the trainees of the Senior Officers' Training Course referred to in the note, the Standing Sub-Committee of the Central Committee examined, in consultation with the Principals of the Regional Co-operative Training Centres, the rates of stipends paid to the trainees of the Intermediate Co-operative Training Course and decided in its fifth meeting held on the 13th January 1955, that the rate of stipend to the trainees of the Intermediate Course while at the training centre should remain at Rs. 50 but the rate of stipend paid to them while on tour should be increased from Rs. 75 to Rs. 120.

Together with certain minor changes in other items, the privileges now available to the candidates are given below:

<i>Original scale of concessions</i>	<i>Revised scale of concessions</i>
(A) Free tuition	(A) Free tuition.
(B) Payment of travelling allowance: Single intermediate class fares for the journeys (a) to and from the training centres and (b) on the tours connected with practical training.	(B) Payment of travelling allowance : (i) Single second class* fares for railway journeys: (a) to and from the training centres, (b) on the tours connected with practical training. (ii) <i>Actual bus fare from residence to railway station and from railway station to the hostel at the time of joining the centres or leaving them.</i> (iii) <i>Mileage at the rate of one anna per mile for journeys performed by road while under practical training provided the journey is over five miles.</i>
(C) Rent-free lodging	(C) Rent-free lodging while at the training centres.

*Consequent on reclassification of railways.

Original scale of concessions

(D) Monthly stipends: To meet part of the cost of boarding, a stipend of Rs. 50 per month while at the training centres and Rs. 75 per month while on tour connected with practical training.

Revised scale of concessions

(D) Monthly stipends: To meet part of the cost of boarding, a stipend of Rs. 50 per month while at the training centres and Rs. 120 per month while on tours connected with practical training.

Organisation of special courses

The Informal Conference of Registrars held in August 1955 referred to above, considered that if the States were to go ahead with the development programme on the lines recommended by the All-India Rural Credit Survey Report there would be a large demand for adequately trained personnel. The conference considered that special short-term courses should be organised in subjects like land mortgage banking, co-operative marketing, industrial co-operation including village industries, co-operative farming and warehousing. Though the Regional Co-operative Training Centres provide for specialised training in these subjects, it will not be possible to wait until the candidates are put through the Regional Centres for a full period of 11 to 12 months. In pursuance of this decision, the Standing Sub-Committee, at its meeting held on 22nd November 1955, decided that to begin with such special courses on land mortgage banking and co-operative marketing might be organised immediately at the Regional Training Centre, Madras, and at the Co-operative Training College, Poona, respectively. In regard to the special course on land mortgage banking, the commencement of the course will depend on the Governments of Madras and Andhra affording the necessary facilities for practical training of candidates under revenue officials. The State Governments have been addressed in this regard and as soon as the necessary facilities are made available, steps will be taken to commence the course.

As regards the special course on co-operative marketing, it was felt that, to begin with, the first course should be organised at Poona in the Co-operative Training College as a pilot course so that future arrangements for similar courses at Poona as well as at other training centres could be finalised with the experience gained at Poona. The first course is scheduled to commence from 1st February 1956 and the Registrars of Co-operative Societies have been addressed to recommend candidates for training. The candidates will be selected on an all-India basis and the maximum number that can be admitted in the first course will be 30. The period of training will be four months, consisting of two months for theoretical training and two months for practical training. The funds for this special course have been provided by the Reserve Bank of India.

The progress made at the various Intermediate Training Centres is reviewed below:

Western Zone—Poona Centre

The second session of the long-term course under the reorganised scheme approved by the Central Committee for Co-operative Training ended in June 1955. The third session of the course is now in progress at this centre and it will be completed by the end of June 1956. The State-wise distribution is shown below:

<i>State</i>	<i>2nd session</i>	<i>3rd session</i>
Ajmer	2	1
Bhopal	4	2
Bombay	17	27
Bihar	1	..
Hyderabad	3	..
Himachal Pradesh	2	2
Kutch	1
Madhya Bharat	5	6
Madhya Pradesh	2	4
Manipur	2	..
Orissa	1	..
Rajasthan
Saurashtra	7	..
Tripura	1	..
Vindhya Pradesh	1	1
	48	44

The Committee will be interested to note that the Reserve Bank of India has accepted in principle the construction of a suitable building at Poona at an approximate cost of Rs. 5 to 7 lakhs to accommodate the Higher and Intermediate Training classes now run at Poona as well as to provide hostel accommodation for the students of both types. Further steps to acquire suitable plot, etc., are being taken.

Southern Zone—Madras Centre

The first session at the Madras Regional Co-operative Training Centre came to a close in May 1955. The second session of the course commenced from the 1st July 1955. Owing to the delay in the commencement of the training centres for the Northern and Central Zones and in view of arrangements for specialised training in land mortgage banking, candidates from the various States, falling in zones other than the Southern Zone, were admitted to the course. This procedure will have to continue in future also to give specialised training in land mortgage banking.

The following table shows the State-wise distribution of candidates admitted to the two sessions at this centre.

<i>State</i>	<i>1st session</i>	<i>2nd session</i>
Andhra	2	12
Assam	3	..
Bhopal	2
Bihar	1	2
Coorg	2
Hyderabad	3	3
Madhya Bharat	3	3
Madhya Pradesh	2	..
Madras	8	11
Mysore	2	..
Orissa	2	2
Rajasthan	1	..
Saurashtra	4	..
Travancore-Cochin	12	10
Tripura	2	..
Vindhya Pradesh	1
	<u>45</u>	<u>48</u>

Eastern Zone—Pusa Centre

The Regional Co-operative Training Centre at Pusa was organised on the 15th November 1954 primarily to serve the needs of States from the Eastern Zone, viz., Bihar, West Bengal, Orissa, Assam, Tripura, Manipur and N.E.F.A. But since the Central and Northern Zone Centres were still to be organised, admissions were kept open to candidates from States falling in those Zones also. The State-wise distribution of the candidates admitted to this centre during the first session which ended on the 14th October 1955 and the second session which commenced from the 15th November 1955 are given below:

<i>State</i>	<i>1st session</i>	<i>2nd session</i>
Assam	4	4
Bhopal	4	..
Bihar	16	20
Himachal Pradesh	1	..
Orissa	8
Manipur	3
PEPSU	3	..
Punjab	1	..
Saurashtra	4	..
Uttar Pradesh	6	..
West Bengal	1	2
	<u>40</u>	<u>37</u>

The Local Committee for this centre consists of

- (1) Registrar, Co-operative Societies, Bihar
- (2) Registrar, Co-operative Societies, West Bengal
- (3) Registrar, Co-operative Societies, Orissa
- (4) Shri Shyam Nandan Sahaya, M.P., President, Bihar State Co-operative Bank
- (5) Shri B. Mukerjee, Principal, Arrah College
- (6) Member-Secretary, Central Committee for Co-operative Training
- (7) Principal (*Member-Secretary*).

Since Pusa was an inconvenient place and as many other training centres such as those for Development Officers, etc., were located at Ranchi there was a persistent demand that the Regional Co-operative Training Centre should be shifted from Pusa to Ranchi. This could not be done till suitable accommodation for the training centre as well as its hostel was available at Ranchi. It has now been possible to get satisfactory accommodation at Ranchi for the training centre and its hostel and the Standing Sub-Committee decided, in its ninth meeting held on 22nd November 1955, to shift the training centre from Pusa to Ranchi. The Registrar of Co-operative Societies, Bihar, and the Principal of the Regional Training Centre have been asked to work out the necessary details for shifting the training centre. It is expected that the centre will be shifted to Ranchi from the 1st February 1956.

Northern Zone—Meerut Centre

It has since been possible to finalise the arrangements to commence the training centre for the Northern Zone at Meerut. The training centre will commence functioning from 16th January 1956. A Local Committee consisting of the following members has been constituted :

1. Registrar of Co-operative Societies, Uttar Pradesh
2. Registrar of Co-operative Societies, Punjab
3. Adviser, Co-operation, Government of India
4. Dr. K. K. Sharma, Professor, Meerut College
5. Shri Raghuraj Swarup
6. Member-Secretary, Central Committee for Co-operative Training
7. Principal (*Member-Secretary*).

Central Zone—Indore Centre

The training centre for the Central Zone will be located at Indore. For this purpose, the Government of Madhya Bharat have

made available a building called "The Fort" and the necessary alterations are being made to the building. The training centre will commence functioning from the 16th January 1956.

A Local Committee consisting of the following members has been constituted and met twice so far on the 17th and 29th December 1955.

1. Registrar of Co-operative Societies, Madhya Bharat
2. Registrar of Co-operative Societies, Rajasthan
3. Registrar of Co-operative Societies, Vindhya Pradesh
4. Shri V. C. Parshar, President, Kendreiya Sahakari Sanstha, Indore.
5. Prof. R. K. Yarde, Holkar College, Indore
6. Member-Secretary, Central Committee for Co-operative Training
7. Principal (*Member-Secretary*).

Arrangements for the appointment of teaching staff, purchase of furniture, etc., have been finalised. Twenty-two applications have been received from the various States in the zone for admission. The current session may have to be begun with less than the sanctioned strength. But it is expected that from the second session onwards the State Governments will utilise the facilities available at the training centre fully.

C. Training of Block Level Co-operative Officers of the National Extension Service Blocks

At its second meeting, the Central Committee for Co-operative Training considered the request of the Registrar of Co-operative Societies, Bihar, in regard to the training at the Regional Co-operative Training Centre at Pusa of the large number of Inspectors required by his State for service in Community Project areas and National Extension Service Blocks and it was decided that this might be examined as an all-India problem and not as one pertaining to Bihar only. The Chairman of the Standing Sub-Committee was requested to get into touch with the Ministry of Food and Agriculture and the Community Projects Administration and in consultation with them formulate proposals for the training of the staff (of the intermediate category) required for the National Extension Service Blocks. At the third meeting of the Standing Sub-Committee of the Central Committee, held on the 9th August 1954, the subject was further considered and it was felt that the training of the personnel required by the National Extension Service Blocks and the Community Projects would have to be taken up on a special plane of urgency and that the training in the Regional Co-operative Training Centre for the Inspectors and other intermediate grade personnel would not be altogether suitable for the

specific purpose of co-operative work in National Extension Service Blocks. It was, therefore, proposed to arrange a short-term training course running over approximately three months. But at a subsequent discussion between the Deputy Chairman of the Planning Commission and the Secretary, Ministry of Food and Agriculture, Extension Training Commissioner and Secretary, Community Projects Administration, it was agreed that special training arrangements would have to be made for co-operative officers to be employed in the National Extension Service Blocks and that the duration of their training should be of the normal period of one year. It was suggested, therefore, that a separate scheme might be drawn up for training these officers in accordance with the number and type of personnel required for the purpose. Accordingly, a scheme was prepared in consultation with the Chairman, Standing Sub-Committee, Secretary and Joint Secretary to the Government of India, Ministry of Food and Agriculture. It was estimated that about 4,000 co-operative officers would be needed in the next five years and 700 to 800 candidates would have to be trained every year. It was, therefore, decided to organise eight training centres in the various regions of the country. The Government of India have sanctioned a total sum of Rs. 53 lakhs for a five-year period for these eight schools and a sum of Rs. 20,680 for holding a refresher course of one month for the teaching staff of these training centres. The eight training centres are to serve the States indicated below and are to be located at the places specified.

States	Place where the training centre is located or will be located
(i) Orissa (89), Bihar (33)	Gopalpur-on-Sea
(ii) Hyderabad (40), Mysore (20), Travancore-Cochin (20), Coorg (1)	Hyderabad (Dn.) Tirupati
(iii) Madras (75), Andhra (46)	Kotah
(iv) Ajmer (1), Madhya Bharat (10), Rajasthan (33), Bhopal (1), Vindhya Pradesh (8), Madhya Pradesh (46)	Bhavnagar
(v) Saurashtra (9), Bombay (70), Kutch (1)	Dhuri
(vi) Punjab (28), Himachal Pradesh (1), PEPSU (8), Delhi (1), Jammu and Kashmir (7)	Not yet selected
(vii) Uttar Pradesh (135) (viii) West Bengal (48), Assam (21), Manipur (1), Tripura (1), NEFA. (2)	Do.

Note : Figures in brackets give the annual requirements of trained personnel of the respective States.

At its seventh meeting held in July 1955, the Standing Sub-Committee decided that the administration of these centres should be entrusted to Local Committees subject to such policies and

instructions as may be laid down by the Central Committee for Co-operative Training or its Standing Sub-Committee from time to time on the lines of the Local Committees for the Regional Co-operative Training Centres. The Local Committee for a Centre will consist of the following:

1. The Development Commissioner of the State where the Centre is located
2. One or more Registrars of Co-operative Societies
3. An educationist member
4. One or more non-official members
5. The Member-Secretary, Central Committee for Co-operative Training
6. The Principal of the Centre will be the Member-Secretary of the Committee.

The progress made in the organisation of these centres is indicated in the following paragraphs.

(i) *Gopalpur-on-Sea* (Bihar and Orissa)

The training centre commenced functioning on 15th October 1955 and was formally inaugurated by the Chief Minister on the 16th October 1955. The Government of Orissa have purchased a building called the "Yatton Hall" and placed it at the disposal of the Local Committee for the training centre. So far 33 students from Orissa and 50 students from Bihar have reported for training as against the allotted strength of 33 for Orissa and 89 for Bihar.

The Local Committee constituted for the training centre consists of the following members :

1. The Development Commissioner for Orissa or his nominee
2. The Registrar of Co-operative Societies, Orissa
3. The Registrar of Co-operative Societies, Bihar
4. Dr. S. Misra, Professor of Economics, Ravenshaw College, as educationist member
5. Shri S. C. Roy, I.A.S. (Retired), President, Orissa State Co-operative Union, as non-official member
6. The Member-Secretary, Central Committee for Co-operative Training
7. The Principal of the Centre as the Member-Secretary of the Committee.

The teaching staff consists of one Principal and three lecturers. The Government of Madras lent one of its Deputy Registrars for the post of the Principal in the training centre. The Government of Orissa have deputed one lecturer while two officers have been

deputed by the Government of Bihar to work as lecturers at this training centre.

(ii) *Hyderabad* (Hyderabad, Travancore-Cochin, Mysore and Coorg)

The training centre at Hyderabad commenced functioning from the 17th October 1955. It is located at present at Chandrayanagutta Lines, about four miles away from the city in the premises previously occupied by the military. The centre will be shifted to Himayatsagar when permanent buildings proposed to be constructed by the Government of Hyderabad for the purpose are ready. So far, 53 candidates have joined the centre as against 81 candidates; 36 from Hyderabad, 16 from Travancore-Cochin and one from Coorg. Mysore did not depute any candidate for the current session and the matter is under correspondence between the Community Projects Administration and the Government of Mysore. The teaching staff consists of the Principal and three lecturers selected by the Local Committee and approved by the Standing Sub-Committee.

A Local Committee has been constituted for the Centre with the following as its members:

1. The Development Commissioner, Hyderabad, or his nominee, the Director of Community Projects
2. The Registrar of Co-operative Societies, Hyderabad
3. The Registrar of Co-operative Societies, Mysore
4. The Registrar of Co-operative Societies, Travancore-Cochin
5. Dr. R. V. Rao, an educationist member
6. Shri Devi Singh Chowhan, Chairman, Hyderabad Co-operative Union, as non-official member
7. Shri H. S. Seetharam, President, Mysore State Co-operative Bank
8. The Member-Secretary of the Central Committee for Co-operative Training
9. The Principal of the Training Centre as the Member-Secretary of the Committee.

(iii) *Tirupati* (Madras and Andhra)

It has been decided to organise separate centres to serve the needs of Madras and Andhra States. It was represented on behalf of these two States that only the senior inspectors of the Co-operative Department had been deputed as Block Development Co-operative Officers. They had all undergone 12 months' intensive training at the Central Co-operative Training Institute and had, in addition, three to four years' experience in the Co-operative Department. It was, therefore, considered unnecessary to put them

through another training of 10 months' duration. Instead, a reorientation course of a shorter duration, three to four months, was considered sufficient. Accordingly, on the recommendation of the Informal Conference of the Registrars of some States and the Principals of the Co-operative Training Centres, the Standing Sub-Committee decided to organise a course of 3½ months' duration. To meet the annual demand for personnel in these two States, three successive courses with about 40 candidates in each course will be conducted in a year.

The training centre will be located at Tirupati in Andhra State and is expected to commence functioning from the last week of January 1956. The Local Committee for this centre will consist of the following:

1. The Development Commissioner, Andhra, or his nominee
2. The Registrar of Co-operative Societies, Andhra
3. The Registrar of Co-operative Societies, Madras
4. An educationist
5. Two non-officials (one from Andhra and one from Madras)
6. The Member-Secretary, Central Committee for Co-operative Training
7. The Principal, Training Centre, when appointed will be the Member-Secretary of the Committee

Arrangements are being finalised to appoint the teaching staff, purchase of furniture, etc.

(iv) *Kotah* (Rajasthan, Madhya Bharat, Madhya Pradesh, Vindhya Pradesh, Bhopal and Ajmer)

The training centre for the Block Level Co-operative Officers from the States of Rajasthan, Madhya Bharat, Madhya Pradesh, Vindhya Pradesh, Bhopal and Ajmer will be located at Kotah. The Government of Rajasthan have offered the "Brij Bilas Palace" at Kotah for the purpose and necessary alterations and additions are being made to the building. A Local Committee has been constituted for the centre with the following as its members:

1. The Development Commissioner, Rajasthan, or his nominee
2. The Registrar of Co-operative Societies, Rajasthan
3. The Registrar of Co-operative Societies, Madhya Bharat
4. The Registrar of Co-operative Societies, Madhya Pradesh
5. The Registrar of Co-operative Societies, Vindhya Pradesh
6. Shri M. V. Mathur as educationist member
7. Shri D. G. Bhalerao as a non-official member

8. The Member-Secretary, Central Committee for Co-operative Training
9. The Principal, Training Centre (*Member-Secretary*)

The first meeting of the Local Committee was held at Jaipur on 2nd January 1956 and the training centre will commence functioning from 21st January 1956. While the Principal has been appointed, arrangements are being made to appoint the other teaching staff.

(v) *Bhavnagar* (Bombay, Saurashtra, Kutch)

Bhavnagar has been decided as a suitable place to locate the training centre for Block Level Co-operative Officers from Bombay, Saurashtra and Kutch. The Government of Saurashtra have selected some buildings for the purpose and steps are being taken to start the Centre on the 1st February 1956.

(vi) *Dhuri* (Punjab, PEPSU, Himachal Pradesh, Delhi, and Jammu and Kashmir)

The training centre for the Block Level Co-operative Officers from the States of Punjab, PEPSU, Himachal Pradesh, Delhi and Jammu and Kashmir will be located at Dhuri where the Government of PEPSU have selected "Ladda-ki-Kothi" for the purpose. The Centre is expected to commence functioning before the end of January 1956. The Punjab Government have written to us to say that their Co-operative Officers for Block Development have been selected from the Co-operative Department and have had previous training under the State's Co-operative Training Scheme. The need for further training for them has been taken up with the Community Project Administration.

(vii) *Uttar Pradesh*

Uttar Pradesh will have a separate centre of its own. The accommodation available at Faizabad for locating the training centre for Block Level Co-operative Officers suggested by the State Government was inspected and the State Government has been asked to effect some improvements and alterations to these buildings. On receipt of a reply further steps will be taken.

(viii) *West Bengal, Assam, Tripura, Manipur and N.E.F.A.*

The Government of West Bengal had suggested some buildings at Uttarpara but we were informed subsequently that these would not be available. Efforts are being made to get suitable accommodation at Shantiniketan or some other place. Here again, it may be mentioned that the West Bengal Government have written saying that some of their officers in the Block Development have been trained by them and that others will be trained in their own subordinate training school.

D. Training of subordinate co-operative personnel

The scheme for the training of subordinate personnel of the Co-operative Departments and co-operative institutions in the various States, as finalised at the second meeting of the Central Committee for Co-operative Training held on the 5th July 1954, was forwarded to the Ministry of Food and Agriculture, Government of India, for necessary action. The Government of India, in their letter No. F. 36-11/54.C(E), dated the 22nd September 1954 (Appendix I) sanctioned the scheme as approved by the Central Committee and a sum of Rs. 3.5 lakhs was earmarked as grant for distribution to the various State Governments during the financial year 1954-55 for meeting part of their expenditure on the scheme, under conditions laid down by the Central Committee. A circular letter containing the details of the scheme was issued on 11th October, 1954 to the various State Governments calling for schemes for the consideration of the Central Committee. However, no part of the grant was utilised in 1954-55 as many of the States could not submit their schemes in time, while in the schemes submitted by a few States, deviations were noticed and they had to be referred to the State Governments for clarification and submission of fresh proposals. The developments in this direction and the stage of progress in each State are given below. The Committee had recommended assistance for two courses of six months duration. In view of the decision of the Government of India to make financial assistance available for each financial year (viz., 1st April to 31st March), some of the figures indicated below will be suitably revised.

Group No. 1: States where the schemes had received the State Governments' approval and which were recommended by us and sanctioned by the Government of India for financial aid for the financial year 1955-56. The amounts recommended and sanctioned are given against each State.

State	Total expenditure	Total shareable expenditure	Grant-in-aid		Date of commencement of school
			Recommended	Sanctioned	
	Rs.	Rs.	Rs.	Rs.	
1. Punjab	71,120	40,160	18,600	18,600	1-9-1955
2. Orissa	N.A.	83,969	29,985	29,985	11-7-1955
3. Rajasthan	1,22,386	85,140	31,038	31,038	..
4. Madhya Bharat	93,900	68,720	32,920	32,920	1-7-1955
5. Hyderabad	83,896	68,916	33,060	33,060	4-10-1955
6. Vindhya Pradesh	66,596	62,450	31,225	31,225	1-9-1955
7. Saurashtra	68,212	27,275*	13,600*	13,600*	1-7-1955
8. Coorg	16,945	14,145	7,071	7,071	1-10-1955
9. PEPSU	16,924	12,024	6,012	6,012	1-12-1955
10. Madhya Pradesh	1,36,000	66,500	13,637	13,637	1-10-1955
11. Travancore-Cochin	51,180	38,080	8,595	8,595	1-11-1955

*For nine months (1955-56)

N.A.—Not available.

Group No. 2 : States where the schemes had received the State Governments' approval and which were recommended for financial aid for the financial year 1955-56. Orders of the Government of India are awaited on them.

1. Bihar						Rs.
(1) for the existing school	18,632
(2) for a second school	5,789
2. Bombay						
For three schools	98,298

Group No. 3 : States where the schemes submitted by the Co-operative Departments to the State Governments have not yet been approved by the latter :

1. Bhopal
2. West Bengal
3. Delhi

Group No. 4 : States where the schemes submitted by the State Governments were examined by us and where our general approval was communicated to the State Governments subject to their acceptance. Sanction of funds can be recommended to the Government of India for these schemes only after the State Governments' acceptance is received.

1. Tripura
2. Assam
3. Uttar Pradesh

Group No. 5 : States where the schemes were approved by us and the State Governments but where revised estimates of expenditure in the light of our observation have been called for from the State Governments :

1. Mysore
2. Himachal Pradesh

Group No. 6 : States where the schemes were not drawn in conformity with our approved scheme and where revised proposals have been called for :

1. Manipur
2. Jammu and Kashmir

Group No. 7 : States where the schemes were examined by us and where certain particulars have been called for from the State Governments for further examination :

1. Madras
2. Andhra

Group No. 8: States which have agreed to join some other States:

1. Kutch (with Saurashtra)
2. Ajmer (with Rajasthan)
3. Tripura (with W. Bengal)

It may be seen from the above that so far only 11 States have been sanctioned grants-in-aid by the Government of India. It is expected that the other States will also avail themselves of financial assistance soon.

In the case of two States, viz., Madras and Andhra, the State Governments, while forwarding their schemes, were emphatic that the existing arrangements should not be disturbed, namely, that the duration of the training course should be 12 months for the departmental personnel and 11 months for the institutional personnel as against the maximum of nine months prescribed in the scheme approved by the Central Committee, and that Central assistance should be made available for the full period of training.

The Standing Sub-Committee referred the matter to the Conference of Registrars of Co-operative Societies of some States and Principals of Training Centres which was convened on the 19th and 20th August 1955 for considering the revision of syllabi, etc. The Conference was of the opinion that it would not be desirable to disturb the existing arrangements and that the present arrangements in Madras and Andhra might be allowed to continue with financial assistance for the full period of training, namely, 12 months for departmental trainees and 11 months for institutional personnel. The Standing Sub-Committee, at their ninth meeting held on 22nd November 1955, approved the recommendation of the Informal Conference and decided to recommend to the Government of India financial assistance for the full period of training in the case of these two States. The Government of India have been addressed in the matter. In the meanwhile, the State Governments have been requested to furnish us with certain particulars necessary before forwarding the schemes to the Government of India for financial assistance.

Supervisory control over the subordinate schools

At its eighth meeting held on the 7th July 1955, the Standing Sub-Committee resolved that although the funds were placed at the disposal of the respective State Governments directly by the Government of India, the overall supervisory control over the schools should rest with the Central Committee for Co-operative Training. While the Registrar of Co-operative Societies of the State where the school was located would be primarily responsible for the proper maintenance of the accounts in the school, officers deputed by the Committee would inspect the training arrangements, the standards of teaching, etc., and wherever necessary, would also

audit the accounts. The decision of the Standing Sub-Committee was communicated to the Government of India and they have since instructed the State Governments on the above lines.

Inspection of these schools will be taken up as soon as the Secretariat of the Central Committee in the Agricultural Credit Department is suitably strengthened. In the meanwhile, progress reports on the working of the school indicating the number of candidates admitted, the arrangements for teaching staff, etc., have been called for from those States where the schools have already started functioning.

E. Training of non-official personnel

At the request of the Central Committee for Co-operative Training, the All-India Co-operative Union had submitted a scheme for the training of non-official personnel of co-operative societies in June 1954. This was placed on the agenda of the second meeting of the Central Committee for Co-operative Training, which decided that instead of implementing the scheme on an all-India basis, it would be desirable to try it, in the first instance, in a few States, as an experimental measure. The purpose behind such pilot experiments was to determine from a practical point of view the nature and extent of adjustments that might be necessary to make the training more effective.

The All-India Co-operative Union accordingly submitted a scheme for pilot experiments to the Chairman of the Standing Sub-Committee and this was considered at the Standing Sub-Committee meeting held on 22nd November 1955. It was decided that any scheme of general co-operative education should work on the basis of (a) fairly good state co-operative unions, (b) fairly regular participation of central banks, marketing societies, etc., and (c) the maximum possible utilisation of the existing co-operative training centres. It was considered that the All-India Co-operative Union would be either a co-ordinating or advisory agency. To work the scheme and to achieve the objectives expressed above, the States would, for the present, fall into three categories, namely

- (i) those where state co-operative unions exist and function efficiently,
- (ii) those where state co-operative unions do not exist but can be founded at a later stage, the immediate agency being an *ad hoc* Committee designed to be the precursor of a later union, and
- (iii) those where there is no need for state co-operative unions in view of the area of the State or some other special reason.

The needs of training for non-official personnel would fall into three stages: (i) a brief but intensive reorientation of present

policy and practice of co-operation, (ii) a course of training for members of elected committees so as to explain to them the nature of their duties and (iii) a business-like training of elected office-bearers, stipendiary or honorary, in the requirements of their particular posts such as secretaries. For these several stages and in the light of likely changes as a result of the States Reorganisation Commission Report, the All-India Co-operative Union was requested to make concrete proposals in modification of the earlier scheme.

The All-India Co-operative Union has since submitted a revised scheme in the light of the discussions at the Standing Sub-Committee meeting and this was discussed by the Chairman of the Standing Sub-Committee with the representative of the All-India Co-operative Union and the Ministry of Food and Agriculture. The scheme envisages the setting up of six mobile training units to start with, two in Bihar, two in Saurashtra, one in Madhya Bharat and one in Delhi State. In the second year, one more mobile unit is proposed to be added for working in Madhya Bharat. After watching the results of working of the scheme for two years and taking into account the necessity for expansion of the facilities in the light of the expansion of general co-operative activities in the areas, three more units, one in each State, may be added. The Ministry of Food and Agriculture have written to the State Governments concerned to obtain their concurrence.

NOTE II**PROCEEDINGS OF THE STANDING SUB-COMMITTEE MEETINGS**

Since the Central Committee for Co-operative Training met in July 1954, seven meetings of the Standing Sub-Committee of the Central Committee were held as follows:

<i>Meeting</i>		<i>Place</i>	<i>Date</i>
Third meeting	..	Bombay	9-8-1954
Fourth	..	Bombay	8-10-1954
Fifth	..	Bombay	13-1-1955
Sixth	..	Delhi	3-3-1955
Seventh	..	Bombay	22-4-1955
Eighth	..	Bombay	7-7-1955
Ninth	..	Bombay	22-11-1955

The proceedings of all the meetings together with the notes and agenda for each meeting which have been circulated already among the members of the Central Committee for Co-operative Training are submitted for information of the Central Committee. (Please see pages 29 to 255.)

PROCEEDINGS OF THE THIRD MEETING OF THE
CENTRAL COMMITTEE FOR CO-OPERATIVE TRAINING
HELD ON 18TH JANUARY 1956

Present :

1. Shri V. L. Mehta (*Chairman*)
2. Prof. D. G. Karve
3. Shri R. G. Saraiya
4. Shri B. Venkatappiah
5. Shri S. T. Raja
6. Shri A. H. B. Tyabji
7. Shri R. P. Bharadwaj
8. Shri G. D. Goswami
9. Shri K. Subrahmanyam Nayudu
10. Shri S. M. Bhandari
11. Shri J. C. Ryan (*Member-Secretary*)

Shri F. N. Rana, I.A.S., Registrar of Co-operative Societies, Bombay, attended the meeting on special invitation.

ITEM I: REVIEW OF PROGRESS MADE AT THE VARIOUS TRAINING CENTRES

The Chairman briefly reviewed the progress made in the implementation of various training schemes. When the Central Committee met in July 1954, the Senior Officers' Course and the courses for Intermediate Co-operative Officers at Poona and Madras were in progress. Since then it has been possible to organise the remaining three Regional Training Centres for intermediate co-operative personnel at Pusa, Meerut and Indore. The scheme for the training of Block Level Co-operative Officers was also formulated during this period and two out of a total of eight training centres are already functioning. Considerable progress has also been achieved in implementing the scheme for the training of subordinate co-operative personnel as approved by the Committee and as many as 11 States have either reorganised and expanded their existing schools or organised new ones. As regards the training arrangements for non-officials such as members, directors and secretaries of co-operative institutions, a pilot scheme to be worked in four States submitted by the All-India Co-operative Union was being considered and would be recommended to the Government of India for adoption. The Standing Sub-Committee was keeping under constant review the working of the various courses. The syllabi for the various courses as well as other matters connected with the working of the training centres were carefully scrutinised at a Conference of Registrars of Co-operative Societies from some States and the Principals of the Training Centres in August 1955.

Such rapid progress in the implementation of the various schemes, the Chairman pointed out, was possible with the continuous efforts of the Standing Sub-Committee of the Central Committee and the close co-operation of the Ministry of Food and Agriculture, the Reserve Bank of India, State Governments and co-operative institutions concerned.

In the discussions that followed, the following important points were emphasized :

(i) *Senior Officers' Course*

The Committee agreed that for the present, one all-India training centre was sufficient for meeting the needs of various States, the question of organising more centres being kept open. It was also felt that no change was called for in the present procedure of assessment of the progress made by the trainees as decided at the Informal Conference of some Registrars of Co-operative Societies and Principals of Training Centres convened in August 1955, which had considered the question of utility of conducting an examination at the end of the course. Record of work and progress made would, however, be maintained by the Principal, who would be in a position to advise the trainees and their employees suitably. In regard to practical training for the trainees, which formed part of the curricula in this as well as in other training courses organised by the Committee, considerable emphasis was being placed on participation rather than mere visits of observation. This implied considerable reorganisation of staff and it was expected that with the co-operation of the Registrars of Co-operative Societies and non-official co-operators, it would be possible to make this part of the training really useful.

(ii) *Intermediate Training Course*

General satisfaction was expressed regarding arrangements at various training centres. The Committee, however, felt that increasing use should be made of these facilities by the Co-operative Departments and co-operative institutions. It was noticed that the Registrars of Co-operative Societies of Andhra and Madras had not yet found it possible to depute any departmental candidates for training at the Regional Training Centre at Madras. It was suggested that it would be desirable for their officers of the category of Co-operative Sub-Registrars, particularly those directly recruited, to be suitably trained at these centres. This may be facilitated by altering the existing rules of probation, so as to include the period at the training centre as part of the probation period.

In this context, the question was discussed whether the staff promoted from the subordinate to the intermediate category and again from the intermediate category to the senior level required

further appropriate training. The general opinion was that though these personnel would have had some basic training when they were in the lower category, a reorientation at the higher level would be really useful, particularly as this would give them an opportunity to keep pace with the latest trends in the policy and working of co-operatives.

The Committee also considered whether it would be desirable to admit outsiders—those who are not yet in the employment of Co-operative Departments or institutions but would like to choose Co-operation as their career. It was felt that until the existing personnel of the Co-operative Departments and institutions were fully trained, it would not be possible generally to throw open these courses to outsiders. However, in order to meet the growing demand for personnel under the Second Five Year Plan, it was decided that such candidates who were selected by co-operative institutions for appointment after satisfactory completion of prescribed training should be treated as if they were employees of co-operative institutions for the purposes of training.

The Committee also noted with satisfaction the arrangements contemplated for meeting the growing demand for personnel to take charge of the specialised activities such as marketing, land mortgage banking, industrial co-operation, co-operative farming, warehousing, etc. The first course on co-operative marketing would commence at the Co-operative Training College, Poona, as a pilot experiment, based on the experience of which the training course at Poona itself as well as at other training centres would be finalised. It was also proposed to conduct a special course on warehousing at the Regional Training Centre, Meerut, so that the assistance of experts available with the Government of India at New Delhi could be more easily drawn upon. The early commencement of the specialised course on land mortgage banking at the Regional Co-operative Training Centre, Madras, was awaiting action on the part of the Governments of Madras and Andhra in respect of facilities for practical training under their respective revenue officials.

(iii) *Block Level Co-operative Officers' Training Course*

It was explained that while the training centres at Gopalpur-on-Sea and Hyderabad commenced functioning in October 1955, the Centres at Kotah and Tirupati were scheduled to commence from the second fortnight of January 1956. The commencement of the centres at Bhavnagar and Dhuri had not been possible owing to delay in securing the services of necessary teaching staff. As regards the remaining two centres, the Committee hoped that with the co-operation of the States concerned for securing suitable accommodation, it would be possible to organise them also without delay.

It was pointed out to the Committee that some of the States, e.g., Mysore, West Bengal and the Punjab expressed a view that there was not much need to depute their candidates for training to these courses on the ground that only experienced and trained personnel were being posted for working as Block Level Co-operative Officers. The Committee felt that even in these cases, some reorientation course, perhaps of a shorter duration, was necessary. This would in any case be true mostly in respect of the first batch of candidates sent as Block Level Officers. The number of personnel required for the Extension Areas was large and it would not be possible to meet this demand always from experienced personnel of the Co-operative Department, after allowing for the increasing requirements of the Department in the other fields of its activity. In subsequent years, therefore, the candidates posted to do Block Level duties will require the normal training. It was decided to request the Ministry of Food and Agriculture to bring these facts to the notice of the States concerned.

In view of the large number of officers required for the National Extension Areas, the trainees deputed for training had for the most part to be new recruits. It was suggested, therefore, that the Ministry of Food and Agriculture should ensure that as a rule only such candidates as are assured of appointment on satisfactory completion of training were sent to these centres.

(iv) *Subordinate co-operative personnel*

The Committee agreed that there should be at least one training centre in each State but local conditions and needs for personnel under the Second Five Year Plan might require that more than one centre should be organised in some States.

Discussing the question of adequacy of arrangements for training, it was felt that in the absence of any firm data in respect of the personnel requirements of each State, no correct assessment could be arrived at. It was broadly estimated that for the Second Five Year Plan period, about 20,000 official and non-official staff would be required. While the arrangements for the training of senior and intermediate personnel would appear to be adequate, arrangements for the training of subordinate personnel would have to be substantially increased. This could be done only after the necessary data were received from the States. The State Governments have already been requested to supply the necessary data.

The Committee felt that every State should prescribe, in addition to basic academic qualifications, the completion of a recognised course of training as essential qualification for service in a Co-operative Department and institution.

(v) Training of non-official personnel

The Committee agreed that arrangements for the training of non-official personnel should be proceeded with without delay. While the pilot experiments drawn up by the All-India Co-operative Union in four States were being carried on, it was decided that the remaining States might submit, through their Registrars of Co-operative Societies, schemes for the training of members, panchyadars and secretaries and that these schemes should be forwarded by the Standing Sub-Committee with their recommendations to the Government of India for adoption. The education and training of non-officials should be carried out through the state co-operative unions, which, for this purpose, should receive such guidance and assistance by way of co-ordinated common services as the All-India Co-operative Union was in a position to render. In particular, the All-India Co-operative Union should assist in setting up state unions where they do not exist and in activising their work in the initial stages. There should be considerable liaison and common consultation among the All-India Co-operative Union, the State Co-operative Union, the Government of India, the State Governments concerned and the Central Committee for Co-operative Training.

In the Second Five Year Plan, co-operatives have been given a very important place. For a proper appreciation of the role of co-operatives, it was desirable that training in Co-operation should be imparted to officers in the Indian Administrative and State Services. In this connection, the Committee appreciated the decision of the Government of Bombay to give a brief course of training to the new I.A.S. officers of the State at the Co-operative Training College, Poona, but felt that the training to be of any real use must extend over at least a fortnight.

**ITEM II: CONSIDERATION OF THE PROCEEDINGS OF THE VARIOUS
STANDING SUB-COMMITTEE MEETINGS**

The Committee recorded the proceedings of the meetings of the Standing Sub-Committee held since the last meeting of the Central Committee in July 1954.

**ITEM III: CONSIDERATION OF THE REVISION OF PAY SCALES OF
THE LECTURERS AT THE REGIONAL CO-OPERATIVE TRAINING CENTRES
AND BLOCK LEVEL CO-OPERATIVE OFFICERS' TRAINING CENTRES**

The Chairman of the Standing Sub-Committee mentioned that the question of revision of the pay scales of the lecturers at the Regional Co-operative and Block Level Co-operative Officers' Training Centres was under consideration and that this would be revised to keep in conformity with the corresponding posts in the colleges.

ITEM IV: ANY OTHER MATTER RAISED WITH THE PERMISSION OF THE
CHAIRMAN

No other matter was raised.

ITEM V: DATE OF NEXT MEETING OF THE CENTRAL COMMITTEE
FOR CO-OPERATIVE TRAINING

The Chairman was requested to fix up the date for the next meeting.

**STANDING SUB-COMMITTEE
OF THE CENTRAL COMMITTEE FOR
CO-OPERATIVE TRAINING**

*Notes and Proceedings relating to Third to
Ninth Sub-Committee Meetings*

**THIRD MEETING OF THE STANDING SUB-COMMITTEE
OF THE CENTRAL COMMITTEE FOR CO-OPERATIVE
TRAINING**

(9th August 1954, at the Reserve Bank of India Building, Bombay)

AGENDA

- I. Review of progress in respect of Regional Co-operative Training Centres.
 - (a) Southern Zone
 - (b) Eastern Zone
 - (c) Northern Zone
 - (d) Western Zone
- II. Consideration of the representation from the trainees of the Senior Officers' Training Course at Poona regarding rent-free lodging while on study tour.
- III. Consideration of the arrangements for the training of personnel required by the N.E.S. Blocks and Community Project Areas.
- IV. Consideration of an Orientation Course for Co-operative Instructors at Village Extension Training Schools.
- V. Proposals regarding the training of subordinate personnel—consideration of the requests from Coorg and Madras regarding the arrangements for the training of subordinate personnel.
- VI. Any other matter raised with the permission of the Chairman.
- VII. Date of next meeting.

NOTE I**REVIEW OF PROGRESS IN RESPECT OF REGIONAL
CO-OPERATIVE TRAINING CENTRES****(a) Southern Zone**

In the last review submitted to the Central Committee for Co-operative Training at its meeting held on the 5th July 1954, it was mentioned that the Regional Training Centre at Madras would commence functioning from the 5th July 1954. Accordingly, the Centre commenced functioning from that date with a complement of 44 students (a few of them joined later). The Centre was formally inaugurated on the 23rd July 1954 by the Governor of Madras. The Minister for Co-operation, Madras State, presided on the occasion.

(b) Eastern Zone

The first meeting of the Local Committee for the Eastern Zone was held at Ranchi on the 8th July 1954 with Shri S. N. Sahaya as the Chairman. It has been decided tentatively that the training centre at Pusa should commence functioning from the 20th October 1954.

(c) Northern Zone

The Chairman of the Standing Sub-Committee, Shri M. R. Bhide, and the Member-Secretary visited Meerut on the 30th July 1954 to see some buildings suggested by the Registrar, Co-operative Societies, Uttar Pradesh, with a view to finding out the suitability of those buildings for locating the Regional Training Centre. While one building was found suitable for locating the training centre, there was no accommodation available for the hostel. In this connection, the District Magistrate of Meerut, with whom the question was discussed, said that he would try to requisition some bungalows nearby for purposes of hostel. The problem has become a bit more difficult than before in view of the fact that we are proposing to train the Inspectors of National Extension Service Blocks also at the rate of about 50 candidates in every Regional Centre and hostel accommodation has to be provided for them also in addition to the regular trainees at the Regional Centres even though this may take a few months to be finalised. In view of this, the Registrar of Co-operative Societies, Uttar Pradesh, has been asked to make some alternative suggestions, if necessary, in some other town in Uttar Pradesh. Lucknow has been suggested as a possible alternative. A further communication from the Registrar of Co-operative Societies is awaited in this connection.

(d) Western Zone

The entire expenditure on the Senior Officers' Training Course organised at the Co-operative Training College, Poona, is to be

borne by the Reserve Bank; in respect of the Intermediate Training Course, the expenditure is to be shared between the Reserve Bank and the Bombay Provincial Co-operative Institute. The final proportions in which this latter amount is to be shared has not yet been fixed.

NOTE II

CONSIDERATION OF THE REPRESENTATION FROM THE TRAINEES OF THE SENIOR OFFICERS' TRAINING COURSE AT POONA REGARDING RENT-FREE LODGING WHILE ON STUDY TOUR

The Central Committee for Co-operative Training, at its first meeting held in December 1953, approved the following concessions to candidates admitted to the Senior Officers' Training (short-term) Course and the Intermediate Co-operative Training (long-term) Course organised under the auspices of the Reserve Bank of India:

- (1) Free tuition.
- (2) Payment of travelling allowance: single second class fares to trainees of the Senior Officers' Courses and single inter-class fares to the trainees of the Intermediate Course, for the journeys to and from the training centres and on the tours connected with practical training.
- (3) Rent-free lodging.
- (4) Monthly stipends: to meet part of the cost of boarding, candidates may be paid as under:
 - (i) Senior Officers' Training Course: Rs. 75 p.m. while at the training centre and Rs. 100 p.m. while on tour.
 - (ii) Intermediate Co-operative Training Course: Rs. 50 p.m. while at the training centre and Rs. 75 p.m. while on tour.

2. It has now been represented by the trainees attending the Senior Officers' Training Course at present in session at the Co-operative Training College, Poona, that the term "rent-free lodging" should be interpreted to imply *free* accommodation throughout the period of training including the period of study tour and that it was on this understanding that the States had deputed them for training. It is further pointed out by the trainees that, according to the circular, the stipend is meant "to meet a part of the cost of boarding", and, therefore, the addition of Rs. 25 to the monthly stipend while on tour has nothing to do with the lodging expenses that will have to be incurred while on tour, particularly in places like Bombay and Madras. The trainees, therefore, request that we may allow them rent-free lodging while on study tour also.

3. From the information available with us in the Agricultural Credit Department, it would appear that the State Governments or the institutions deputing the candidates will not be contributing any extra amount towards the travelling expenses of their candidates

over and above what the Reserve Bank of India has undertaken to provide.

In this connection, it may be pointed out that while fixing the scale of stipend, the intention of the Central Committee was to relieve the State Governments (and institutions) altogether of the liability to pay travelling allowance and the stipends were fixed as reasonably as possible to cover all the elements (including lodging) which are usually covered by Travelling Allowance rules. The question to be considered, therefore, is whether the fares plus tour stipends leave the candidates out of pocket in relation to their expenses on tour.

4. The Principal of the Poona College and the Registrar of Co-operative Societies, Madras, were requested to give their comments and also supply such data as might be useful to the Committee for considering the question of the adequacy of stipends. The reply from the Principal has been received while a communication from the Registrar of Co-operative Societies, Madras, is awaited.

5. In this connection, it may be mentioned that the trainees of the Senior Officers' Training Course are at present on study tour in the Madras State (for the whole month of August). Their next study tour in Bombay State will be in October next. It is, therefore, suggested that we may await Shri Ryan's reply to the reference made by us on the question and discuss the same at the next meeting of the Standing Sub-Committee.

6. It may be added for information of the Committee that in the new circular letter that has been issued about the training centre at Pusa, it has been made clear that rent-free lodging will be provided only at Pusa.

NOTE III

CONSIDERATION OF THE ARRANGEMENTS FOR THE TRAINING OF PERSONNEL REQUIRED BY THE NATIONAL EXTENSION SERVICE BLOCKS AND COMMUNITY PROJECT AREAS

At the second meeting of the Central Committee, it was felt that the question of providing adequately trained co-operative personnel for the National Extension Service Blocks had to be considered as an all-India problem and that it would be best done under the supervision of the Central Committee. In this connection, Prof. D. G. Karve was requested to get into touch with the Ministry of Food and Agriculture and the Community Projects Administration and in consultation with them formulate proposals for the training of the staff (of the intermediate category) required for the National Extension Service Blocks. In this connection, an informal meeting was held at Delhi on the 29th July in Prof. Karve's office. Dr. S. C. Roy, Director of Extension Training, was present besides Prof. D. G. Karve and Shri V. Sivaraman, Member-Secretary of the Central Committee.

Giving an idea of the magnitude of the problem, Shri Roy stated that in the course of the next seven years nearly 4,000 trained men will be required by them, their immediate need being of the order of nearly 1,000 persons.

In view of the urgency of the problem it was considered necessary to restrict the training period for such staff to a total period of three months, consisting of two months' theoretical and one month's practical training. Such staff will, however, have to undergo, subsequently, training of, say, another three months or so to qualify themselves for normal work of the Co-operative Department.

As regards the venue for holding these classes, the Regional Co-operative Training Centres which are now being organised by the Central Committee and which will have all the requisite facilities are intended to be utilised for this purpose. This issue was also discussed with Shri H. M. Patel who felt that if the contemplated five Regional Centres would not suffice to train up such a large number of Inspectors, the Central Committee should think in terms of having more centres to cope with the needs. Further, since the course is to be of three months' duration only, every year three batches can be trained in a centre, with a strength of 50 or so for each batch. This, of course, involves finding out hostel accommodation and classrooms for an additional strength of about 50 people in each centre. The financial implications and other details such as the syllabus to be followed and the method of practical training will be worked out shortly.

So far as finance is concerned, training of the staff of this category being outside the purview of the normal operations of the Central Committee, an *ad hoc* scheme has to be prepared and submitted to the Government of India for necessary financial grant. Further details are awaited from Prof. Karve.

NOTE IV

CONSIDERATION OF AN ORIENTATION COURSE FOR CO-OPERATIVE INSTRUCTORS AT EXTENSION TRAINING SCHOOLS

At the first meeting of the Central Committee, it was decided that proposals should be formulated for training the Instructors in Co-operation in the Extension Training Centres. Prof. D. G. Karve had undertaken to work out the details thereof.

Prof. Karve has now drawn up a scheme in consultation with the senior members of the staff of the Co-operative Training College, Poona. It is proposed to hold a six weeks' course of training (four weeks theoretical and two weeks practical) for these Instructors, at the Poona College sometime in December next, i.e., after the completion of the fifth Senior Officers' Training Course and before the commencement of the sixth Senior Officers' Course. The cost of this special training course will be borne by the Government of India. A letter from the Principal, Co-operative Training College, Poona, on the subject is enclosed for information of the Committee (Appendix 2).

NOTE V

PROPOSALS REGARDING THE TRAINING OF SUB- ORDINATE PERSONNEL—CONSIDERATION OF THE REQUESTS FROM COORG AND MADRAS REGARDING THE ARRANGEMENTS FOR THE TRAINING OF SUB- ORDINATE PERSONNEL

The Secretariat of the Central Committee has received from the Governments of Madras and Coorg requests for financial assistance for the training of the subordinate personnel in those States.

2. In this connection, it may be suggested that the consideration of these requests may be postponed until the Government of India announce their decision on the proposals approved by the Central Committee regarding the arrangements for the training of subordinate personnel. In all likelihood, the proposals submitted by these two State Governments may have to be modified by them in the light of the arrangements suggested by us in our communication to the Government of India.

PROCEEDINGS OF THE THIRD MEETING OF THE
STANDING SUB-COMMITTEE OF THE CENTRAL COM-
MITTEE FOR CO-OPERATIVE TRAINING HELD ON 9TH
AUGUST 1954, AT THE RESERVE BANK OF INDIA,
BOMBAY

The third meeting of the standing Sub-Committee of the Central Committee for Co-operative Training was held under the chairmanship of Prof. D. G. Karve on the 9th August 1954, at the Reserve Bank of India, Bombay. The following members were present:

1. Prof. D. G. Karve (*Chairman*)
2. Shri M. R. Bhide, I.C.S.
3. Shri B. Venkatappiah, I.C.S.
4. Shri V. Sivaraman (*Member-Secretary*)

ITEM I : REVIEW OF PROGRESS IN RESPECT OF REGIONAL CO-
OPERATIVE TRAINING CENTRES

The note on the subject was recorded, subject to the following observations:—

(i) According to rule No. 3 of the Rules of the Hostel at the Madras Centre as adopted by the Local Committee at its meeting held on the 24th July 1954, incidental expenses of a common nature, such as water charges, electricity, etc., have been made payable by the trainees. In this connection, the opinion was expressed that these charges are normally included in "residential accommodation." In the case of the Poona Centre, in respect of rent-free accommodation provided to the trainees, no charge was being made for such incidental expenses. It was, therefore, resolved that in respect of other centres also the same procedure might be adopted. This would necessitate suitable modification of the rule No. 3 referred to above.

(ii) In Note No. 3 of the fourth meeting of the Madras Local Committee, it has been recorded that the audit of the accounts of the Regional Centre should be done by an officer of the Reserve Bank. While the Reserve Bank, no doubt, will fully help the centre in the periodical audit of accounts, the Standing Sub-Committee felt that a current check on the accounts should be kept by an official of the College, preferably the Principal or some other members of the staff.

(iii) Regarding Note No. 6 submitted to the Madras Local Committee meeting, it was generally felt that members of the teaching staff do not require the assistance of a personal peon; no peons should, therefore, be employed on this basis. The number of peons should be based on the total needs of the institution.

ITEM II: CONSIDERATION OF THE REPRESENTATION FROM THE TRAINEES OF THE SENIOR OFFICERS' TRAINING COURSE AT POONA REGARDING THE "RENT-FREE LODGING" WHILE ON TOUR

It was resolved that while there was no substance in the contention that rent-free quarters included free accommodation while on tour, the Member-Secretary should obtain fuller details about the expenses incurred by the trainees during their study tour, especially on hired lodgings, and place the subject for consideration at the next meeting.

ITEM III: CONSIDERATION OF THE ARRANGEMENTS FOR THE TRAINING OF PERSONNEL REQUIRED BY THE N.E.S. BLOCKS AND COMMUNITY PROJECT AREAS

The Chairman explained briefly the discussion he had with the Ministry of Food and Agriculture, Dr. S. C. Roy, Director, Extension Training, and the other officers of the Community Projects Administration. It was explained that while no firm figures were available about the number of personnel (of the intermediate level) to be trained for the N.E.S. Blocks in the next few years, the number was roughly placed at about 4,000 in the course of the next six years' time.

Two ways of approaching the problems were discussed, viz., (i) to treat this as part of the normal scheme of training in the proposed regional training centres, or (ii) to consider this as a development scheme and treat it as a special project.

As regards proposal No. (i), it was felt that in view of the large number of people to be trained and that too in as short a time as possible, the normal course of 11 months' training prescribed for the Inspectors and other intermediate personnel would not be quite feasible in the case of National Extension Service personnel. The normal strength of the Regional Centre is only about 45, while the number of Inspectors to be trained for the Extension Services, even within the first one year, is estimated at about 800 which would rule out the possibility of bringing them under the scheme of training now chalked out by the Central Committee. The Committee is, therefore, left with the other alternative of treating it on a special plane of urgency and specific utility. In the first instance, training to these Inspectors may be confined to what is strictly necessary to enable them to carry on their duties successfully in the Extension Blocks rather than aim at giving them the complete training of 11 months prescribed under the regular scheme. Such a restricted training can be attempted in a period of about three months and it would be possible to conduct three such special courses in a year, allowing three months for vacations and brief intervals between the end of one class and the commencement of another. After the immediate needs of preparing the staff for the N.E.S. Blocks are met, these personnel who would have undergone a three months'

course may be asked in their normal turns to attend a supplementary course for about six months so that they may complete their training as generally laid down for the regular intermediate co-operative personnel.

These special training classes may be conveniently arranged in the Regional Centres. The States may be grouped more or less on the same basis as is done at present for the Regional Co-operative Training Centres. If necessary, the question of creating more centres for training such personnel can also be considered at a later stage. The expenditure on this special scheme will constitute a net addition to the monies needed for the regular scheme. The Government of India will naturally be expected to make a suitable financial provision.

The Chairman said that if these preliminary points were agreed to by the Standing Sub-Committee and the Government of India, details of the scheme could be worked out.

Shri Venkatappiah pointed out at this stage, that while he was fully aware of the importance of training the personnel of Extension Service areas, care must be taken to see that our present training scheme as already approved by the Central Committee was not diluted or weakened in any way. He felt that the Committee should think well before undertaking the responsibility which it might not be in a position to handle. He invited particular attention to the difficulties we had to face in regard to our Regional Training Centres, especially in securing suitably qualified teaching personnel. Perhaps before embarking on such schemes, the necessary teaching staff will have to be recruited and specially trained.

Shri Bhide pointed out that while the training scheme might be looked upon as a special project at the present stage, in due course these personnel would become part of the normal administration, and as such, some day or the other, their training would be the responsibility of the Central Committee. While he appreciated the difficulties of the teaching personnel, he pointed out that if this responsibility was not handled by a central authority like the Central Committee, there might be a considerable lowering of the standard of training.

After these discussions, it was felt that before any final scheme could be drawn up, it would be necessary to have more concrete facts such as (i) the National Extension Programme year by year in each State for the next six years, (ii) the number of appointments that would be necessary in these blocks in each year in the next six years, (iii) the number of appointments that would be made from out of the existing personnel of the Co-operative Department and those that would be filled by new recruits, (iv) their previous qualifications, (v) how soon after joining the course of training, they would have to join the N.E.S. Block, etc.

ITEM IV : CONSIDERATION OF AN ORIENTATION COURSE FOR CO-OPERATIVE INSTRUCTORS AT VILLAGE EXTENSION TRAINING SCHOOLS

A letter from the Principal, Co-operative Training College, Poona, outlining a scheme of six weeks' training during November-December 1954, was considered and the Member-Secretary was requested to obtain from the Principal a few more particulars regarding the dates when the present Senior Officers' Training Course would end and the next one would open, etc., and then write to Dr. S. C. Roy, Director of Extension Training, about organising the training course. The additional expenditure on this account, other than what is being currently incurred by the Reserve Bank, such as the pay of the regular teaching staff, hostel rent, etc., will be borne by the Government of India. The syllabus will have to be suitably modified to give more emphasis on practical problems such as the steps to be taken for the registration of societies, holding of general body meetings, auditing, responsibilities of panchayatdars, and in general the practical rules of guidance and business of the co-operative movement.

ITEM V : PROPOSALS REGARDING THE TRAINING OF SUBORDINATE PERSONNEL—CONSIDERATION OF REQUESTS FROM COORG AND MADRAS REGARDING THE ARRANGEMENTS FOR THE TRAINING OF SUBORDINATE PERSONNEL

It was decided that the proposals submitted by the Coorg and the Madras Governments might be considered after the scheme for the training of subordinate personnel was finally approved by the Government of India.

ITEM VI : ANY OTHER MATTER RAISED WITH THE PERMISSION OF THE CHAIRMAN

No matter of importance was raised other than those included in the agenda.

ITEM VII : DATE OF NEXT MEETING

The Chairman was requested to fix the date of the next meeting.

**FOURTH MEETING OF THE STANDING SUB-COMMITTEE
OF THE CENTRAL COMMITTEE FOR CO-OPERATIVE
TRAINING**

(8th October 1954, at the Reserve Bank of India Building, Bombay)

AGENDA

- I. Review of progress in respect of Co-operative Training Centres.
 - (a) Southern Zone
 - (b) Western Zone
 - (c) Eastern Zone
 - (d) Northern Zone
- II. Consideration of the representation from the trainees of the Senior Officers' Training Course at Poona regarding "rent-free" lodging while on study tour.
- III. An Orientation Course for Co-operative Instructors of Village Extension Training Schools at the Co-operative Training College, Poona.
- IV. Consideration of the proposal received from the Government of India regarding the arrangements for the training of non-official personnel in the Manipur State.
- V. Consideration of matters relating to the grant of leave to the trainees of the Regional Co-operative Training Centres.
- VI. National Extension Service Blocks—Training of Block Level Co-operative Officers.
- VII. Financial assistance for the training of subordinate personnel of the Co-operative Departments and co-operative institutions in the various States.
- VIII. Proposal from the Government of Orissa for organising a training school at Bolangir for training Goladar-cum-panchayat secretaries.
- IX. Any other matter raised with the permission of the Chairman.
- X. Date of next meeting.

NOTE I

REVIEW OF THE PROGRESS IN RESPECT OF REGIONAL
CO-OPERATIVE TRAINING CENTRES

(a) SOUTHERN ZONE

1. *“Psychology” as a subject for Intermediate Training Course*

In his inaugural address, the Governor of Madras had suggested that the subject of “Psychology” should be included in the syllabus for the Intermediate Training Course. The Local Committee has forwarded this proposal with their remarks to the Standing Sub-Committee (Appendix 3). The Local Committee is of the opinion that the existing syllabus is already too heavy and it may not be advisable to add another subject to it. Though it may not be feasible to include this subject in the regular curricula of the course, efforts may be made to arrange some special lectures on the subject. This may not put any additional strain on the students as it is not proposed to hold any test or examination as such on the subject.

2. *Study of special legislation*

It will be recalled that at the second meeting of the Central Committee for Co-operative Training, it was agreed that in the syllabus for co-operative law, in addition to appropriate sections of all-India legislation, special Acts passed by each State or group of States, e.g., Regulated Markets, Debt Relief, Land Settlement, etc., should be prescribed. The Madras Centre was informed accordingly. The Local Committee, however, is of the opinion that the existing syllabus being heavy enough, the students will not be able to cope with the additional subjects suggested by the Central Committee. It feels that the utmost that can be done is to invite experts on the subjects to deliver lectures out of class hours without students having to pass any examination in them. The principal informs us that it is proposed to invite one of the part-time lecturers of the Madras Law College to deliver a series of lectures to the students.

We may perhaps instruct the Principal to go ahead with the proposed arrangements in this respect. The question whether the students be tested in these subjects or not may be considered by the Central Committee at its next meeting in the light of the remarks made by the Local Committee. Further, it may be stated that we had addressed the Principal, Co-operative Training College, Poona, as well on this subject but so far we have not received any comments from him. It may, therefore, be presumed that they have nothing to say against the proposal.

3. *Syllabus for (1) Departmental Set-up and (2) Co-operative Banking*

The syllabus for the Intermediate Training Course which was published in our brochure of the first meeting of the Central

Committee, did not contain details about the ground to be covered by the students who chose to specialise in Departmental Set-up and Co-operative Banking. The Local Committee of the Madras Centre has prepared the required syllabi which have been suitably modified by Prof. D. G. Karve. The syllabi have since been returned to the Principal pending final approval of the Central Committee. A copy each of the syllabi is appended (Appendices 4 and 5).

4. *Charging of water and electricity charges from trainees*

In the last meeting of the Sub-Committee, it was resolved that water and electricity charges should not be recovered from the trainees. We have ascertained from the Principal, Co-operative Training College, Poona, that such charges are not recovered from the trainees. We may now inform the Madras Centre accordingly.

5. *Books*

As mentioned in the last review submitted at the third meeting of the Standing Sub-Committee, all the available books have been purchased and supplied to the Regional Co-operative Training Centre, Madras, through the Co-operators' Book Depot, Bombay. Some of the books included in the bibliography being out of print, could not be procured. It is, therefore, submitted for consideration whether we may get some other standard books which are recently published and supply them to the Madras Centre.

(b) WESTERN ZONE

1. We have received a copy of the representation addressed to the Chairman, Bombay Provincial Co-operative Institute, by the Hyderabad Handloom Weavers' Co-operative Association saying that two of their candidates who have not passed the Intermediate examination have been debarred from appearing for the H.D.C. examination. Under similar circumstances, some candidates from Himachal Pradesh also are not being allowed to take this examination. As these candidates were admitted by us as special cases, it is for consideration whether some action is called for on our part in this respect.

2. *Payment of stipends to trainees*

The Principal, Co-operative Training College, Poona, informs us that the employers of some of the trainees deputed for training in both the courses at Poona, are deducting the amount of stipend paid to them by us from the salary payable to them. Thus, some trainees of the Senior Officers' Training Course from Himachal Pradesh have submitted petitions to the State Government requesting them to reconsider their decision in this respect. Similarly, the Saurashtra State Co-operative Bank is said to be deducting the stipend amount of Rs. 50 p.m. out of the salary of Rs. 75 payable to the candidate deputed by it.

The Principal is of the opinion that this practice on the part of the employers is likely to cause considerable hardship. As he rightly observes, the object of giving stipends to the trainees while under training is to enable them to meet a part of the increased cost of living while at the training centre as well as while on study tour. It seems, therefore, necessary to clarify the position to the employers of the trainees.

3. *Admission of a private candidate*

The Saurashtra State Co-operative Bank has written to the Member-Secretary requesting that Shri P. A. Dave, a candidate who is now undergoing training in the Higher Diploma Course in the Co-operative Training College, Poona, as a private candidate, be considered as a trainee under the Reserve Bank Scheme, as the Bank intends to offer him an appointment on the completion of his training at Poona.

Our scheme is meant for the personnel in the employ of either a State Co-operative Department or a co-operative institution. Therefore, unless this candidate is on the rolls of the Bank, he cannot be admitted as a trainee under our scheme. If the Committee agrees, we may write to the Bank regretting our inability to accede to its request.

(c) EASTERN ZONE

1. *Location of the Centre*

At the second meeting of the Local Committee, the question of location of the Institute was discussed and it was resolved that the Standing Sub-Committee as well as the Bihar Government be requested to reconsider the matter as in the opinion of the Local Committee, Ranchi, was a more suitable place than Pusa. Accordingly, Prof. D. G. Karve, Shri M. R. Bhide and the Member-Secretary visited Ranchi on the 27th September. The Darbhanga Palace, which was the place in view when the Local Committee made the suggestion, was not available for inspection as the prospects of obtaining a lease of that building were held to be non-existent by the local authorities. Two other buildings were, however, inspected there. The first one, belonging to Sir Ali Imam, is situated at a distance of about 2½ miles from the heart of Ranchi City and half mile from its outer limits. It was at one time occupied by the military, but for the last six or seven years it has been lying vacant. Though the building has enough covered space for housing the training centre, the hostel and some of the members of the staff, it is in an unfinished and dilapidated condition and to make it serve the purposes of the college and the hostel, considerable repairs and reconstruction would be necessary. The entire building would have to be whitewashed, many doors fitted, some dividing walls demolished, and so on. It has neither sanitary fittings nor

pipe water supply, though water could be procured from the four wells situated within the premises. There is no provision for supply of electric light. Therefore, even if the owner undertook to make all these repairs (the cost of which appeared prohibitive) it would take considerable time before the building could be ready for occupation.

The second building, Laxmi Nivas, though nearer the main city and fitted with all amenities, has not enough covered space for the college and the hostel. There is no other building in its vicinity either, where some students could be accommodated. Further, it lacked a hall which could provide sitting accommodation for about 50 trainees.

It was, therefore, finally agreed to recommend to the Standing Sub-Committee that in view of the non-availability of any suitable building at Ranchi, the original decision to locate the Centre in Pusa should stand and the Registrar, Co-operative Societies, Bihar, should proceed with the necessary arrangements in this connection. The Standing Sub-Committee should, however, be prepared to examine the question of transferring the Centre to Ranchi at a later date if some suitable premises for the College and the hostel were forthcoming.

2. *Date of commencement of the course*

The Local Committee at its third meeting held on 26th September resolved that the first session of the Centre should commence from the 15th November instead of from 20th October 1954, as was originally decided.

(d) NORTHERN ZONE

It was reported at the last meeting of the Standing Sub-Committee that while during their visit to Meerut on the 30th July, Prof. D. G. Karve, Shri M. R. Bhide and the Member-Secretary had inspected a building which was suitable for locating the training centre, there was no accommodation available for the hostel. The Deputy Registrar, Co-operative Societies, Meerut, has since been making efforts to find some buildings near the proposed site of the centre. In this connection, on receipt of a letter from the Deputy Registrar, Prof. D. G. Karve, Shri M. R. Bhide and the Member-Secretary again visited Meerut on the 29th August, 1954 to see some buildings for the purpose of the hostel.

The two buildings are now being considered. One of them, the Ram Sahai Aushadhalaya Building, is quite close to the proposed location of the Regional Training Centre and it can accommodate about 35 trainees. But this alone would not be sufficient for the purpose of the hostel which should accommodate 45 to 50 candidates and should in addition provide for a kitchen, a dining hall and quarters for the warden. It is, however, being suggested that the premises

of another building, viz., "Durga Mandir," be taken up in addition to the first one. The authorities of the "Durga Mandir" are intending to construct seven or eight rooms in the temple compound and they would be prepared to rent them out to us; in fact, they would be prepared to construct rooms according to our specifications. These two buildings together would provide ample accommodation for about 50 trainees, in addition to kitchen, dining hall and warden's quarters, etc.

From the latest communications received from the Uttar Pradesh authorities it appears that the negotiations are still going on and the final result may be known after some time.

NOTE II**CONSIDERATION OF THE REPRESENTATION FROM THE TRAINEES OF THE SENIOR OFFICERS' TRAINING COURSE AT POONA REGARDING "RENT-FREE" LODGING WHILE ON STUDY TOUR**

At the last meeting of the Standing Sub-Committee, the Member-Secretary was requested to obtain fuller details about the expenses incurred by the trainees during their study tour, especially on lodging, and place the subject for consideration at the next meeting. Accordingly, the Member-Secretary addressed the authorities concerned in Poona and Madras.

2. The Principal, Co-operative Training College, Poona, wrote to us to say that it would be possible to ascertain actual expenses incurred by the trainees only after their return from the study tour. He was also unable to enlighten us on the expenses incurred by the trainees in the past. Since the trainees are now back from the Madras study tour, we have again requested the Principal to throw light on the points raised by us.

3. The Registrar of Co-operative Societies, Madras, feels that the present stipend of Rs. 75 per month paid to the trainees while on tour is not sufficient to meet their boarding and lodging charges during that period (Appendix 6). He thinks that a trainee would need Rs. 4 per day (Rs. 2/8 for boarding and Rs. 1/8 for lodging) while on tour in Madras and Andhra States and Rs. 7 per day (Rs. 3/8 for boarding and Rs. 3/8 for lodging) in other States, particularly in big cities like Bombay, Calcutta, Delhi, Lucknow, etc. According to him, therefore, the stipend will have to be Rs. 120 and Rs. 210 per month per trainee in Madras and Andhra and in other States respectively, as against Rs. 75 per month now being paid.

NOTE III

AN ORIENTATION COURSE FOR CO-OPERATIVE INSTRUCTORS IN VILLAGE EXTENSION TRAINING SCHOOLS AT THE CO-OPERATIVE TRAINING COLLEGE, POONA

At the last meeting of the Standing Sub-Committee, the Member-Secretary was requested to obtain from the Principal, Co-operative Training College, Poona, particulars regarding the dates when the Senior Officers' Training Course would end and the next one would open, etc., and then write to Dr. S. C. Roy, Director of Extension Training, about organising the training course. The Principal, Co-operative Training College, Poona, informed us that the current session of the Senior Officers' Training Course would close on the 3rd December 1954 and that the Orientation Course for Co-operative Instructors could be held from the 6th December 1954 for about five or six weeks. Usually the interval between two sessions of the Senior Officers' Training Course is about a fortnight but in view of the decision to hold the special course, the period will have to be extended to 40 days.

2. Dr. S. C. Roy was informed accordingly and was requested to send us a list of candidates to be trained at the Orientation Course to enable us to finalise the arrangements. The Indian Council of Agricultural Research have sent a circular to all the Development Commissioners in the States asking them to send the names of the Instructors proposed to be deputed for training to their office as well as to the Member-Secretary, by the 15th October at the latest (Appendix 7).

NOTE IV**CONSIDERATION OF THE PROPOSAL RECEIVED FROM THE GOVERNMENT OF INDIA REGARDING THE ARRANGEMENTS FOR THE TRAINING OF SECRETARIES, MANAGING COMMITTEE MEMBERS AND ORDINARY MEMBERS OF CO-OPERATIVE SOCIETIES IN MANIPUR STATE**

The Ministry of Agriculture, Government of India, have forwarded for our examination a scheme prepared by the Government of Manipur for the training of secretaries, members of managing committees of societies and ordinary members of co-operative societies in the State (Appendix 8). This type of personnel fall under the category of panchayatdars and members and not under the "Subordinate" category as is presumed in Government's letter.

2. Under the proposed scheme it is intended to first train the secretaries, managing committee members and lastly the ordinary members and general public. This work will be undertaken by a new Institute to be set up with a teaching staff of three lecturers. It is stated that the course will last for six months, consisting of $4\frac{1}{2}$ months of theoretical and $1\frac{1}{2}$ months of practical training.

3. As the members are aware, at the first and second meetings of the Central Committee, the question of making arrangements for non-official personnel of the co-operative movement was considered. We have, however, not so far formulated any definite scheme in this connection. At the second meeting of the Committee, it was agreed that any scheme so formulated would have to take into account the fact that this falls more within the sphere of the State Governments and for the implementation of any scheme drawn up, the local co-operators and State authorities would have to be primarily responsible. Before any All-India Scheme could be finalised, it was considered desirable to draw up pilot schemes.

NOTE V**CONSIDERATION OF MATTERS RELATING TO THE GRANT OF LEAVE TO THE TRAINEES OF THE REGIONAL CO-OPERATIVE TRAINING CENTRES**

The Principal, Regional Co-operative Training Centre, Madras, has written to us to say that in the absence of any rules regarding sanction of leave to the trainees in the Regional Co-operative Training Centre, he considered it necessary to allow them casual leave to which they were eligible according to the regulations of their respective employers. Accordingly, he requested the Registrars of the States concerned to furnish particulars regarding the number of days' leave to which the candidate or candidates deputed from their States were eligible for the rest of the year 1954. Normally, leave was sanctioned to the students if they were sick or for some urgent work. But, there have been a few instances where the students applied for leave for going to their native places on private work. The Principal contends that there was no reason why the trainees should be paid stipend for the period of such absence from the centre on private work, since the students were away from Madras and the stipend paid to them was for meeting their expenses during their stay at the Centre. He has asked for our instructions in the matter. We have also received such a reference from Poona Centre (Appendices 9 and 10).

Since the question regarding leave and stipends during the period of leave, etc., is likely to arise in the case of other centres too, the Committee may advise with regard to the rules to be laid down in this connection.

NOTE VI

NATIONAL EXTENSION SERVICE BLOCKS—TRAINING OF BLOCK LEVEL CO-OPERATIVE OFFICERS

In the next few years, the National Extension Service Organisation is expected to cover the bulk of the villages in the country. This huge programme will demand the services of a very large number of workers at different levels suitably trained to undertake the task of reorganising the social and economic life of the rural areas. Since co-operative organisations will be called upon to play a very large part in effecting the desired improvements, the training programme for the personnel of the organisation will have to include a course on Co-operation varying in its scope and intensity according to the nature of work and responsibilities they would be required to undertake at different levels of employment. Thus, the village level worker's training will include a short course in co-operative organisation and methods along with courses in other subjects pertaining to rural life. This training will naturally be restricted in scope, covering only such aspects as would come up for routine attention, since the worker would be a multi-purpose man attending to all problems connected with village improvement. Arrangements for the training of those who are in-charge of the instruction of this category of personnel are being made separately and a suitable syllabus has already been framed.

Training of Block Level Co-operative Officers

2. At the higher level of a National Extension Service Block, the officer-in-charge of co-operative development has to be more of a specialist, devoting his full time to co-operative problems within his area and capable of supervising and guiding the work of those below him in all branches of co-operative activity. These supervisors will be recruited by each State Government in accordance with their requirements under their phased programme of development and placed in the appropriate cadre of service, corresponding, more or less, to the intermediate category of personnel in the Co-operative Department. Their training will differ in its nature and scope from that provided for the worker at the village level.

Recent Developments

3. The question of making arrangements for training co-operative personnel employed in Community Project areas and National Extension Service Blocks first came up for consideration of the Central Committee for Co-operative Training when the Bihar Government made a representation for inclusion of such training in the integrated training scheme. The Committee decided, at its meeting held on the 5th July 1954, to examine the proposal of the Bihar Government from the point of view of the requirements of all the States in India. It was felt that the question of providing

adequately trained co-operative personnel for the National Extension Service Blocks had to be considered as an all-India problem and not as one pertaining to one State only. It was, however, admitted that this training should be done under the supervision of the Central Committee. At the third meeting of the Standing Sub-Committee of the Central Committee, held on the 9th August 1954, the subject was further considered and it was felt that the training of the personnel required by the National Extension Service Blocks and the Community Project areas will have to be treated on a special plane of urgency and that the training prescribed under the present scheme for the inspectors and other intermediate grade personnel would not be altogether suitable for the specific purpose of co-operative work in National Extension Service Blocks. When the matter was discussed by the Standing Sub-Committee, the idea was to have only a short training course running over approximately three months, as it was expected that making trained personnel available for work in National Extension Service Blocks would be a need of an immediately pressing nature. At a subsequent discussion between the Deputy Chairman of the Planning Commission and the Secretary, Food and Agriculture Ministry, Extension Training, Commissioner and Secretary, Community Project Administration, however, it was finally agreed that special training arrangements will have to be made for co-operative officers to be employed in the National Extension Service Blocks and that the duration of their training should be of the normal period of one year. It was suggested, therefore, that a separate scheme might be drawn up for training these officers in accordance with the number and type of personnel required for the purpose. Accordingly, a tentative scheme was prepared in consultation with the Chairman, Standing Sub-Committee, Secretary and Joint Secretary, Food and Agriculture Ministry, Government of India.

The Scheme

4. (i) It has been estimated that about 4,000 co-operative officers will be needed in the next five years. Thus, every year from 700 to 800 candidates will have to be trained to take up the jobs. For training such a large number of candidates, a suitable number of training centres which will be in operation over the requisite period will have to be established.

(ii) The curricula of study for the co-operative officers in the N.E.S. Blocks will have to be specially related to the requirements of their developmental duties. Both the theoretical study as well as the practical training will have to be given a distinctly rural bias. Primary village organisation, place of co-operatives in rural development, organisation of village industries on co-operative basis, co-operative marketing and warehousing, co-operative farming, etc., will have to figure more largely in the syllabus for the course

and the practical training in co-operative institutions will have to be extended over a fairly long period of time.

(iii) The location of the training centres for the National Extension Service personnel may with advantage be in rural areas so that the trainees could be more easily associated with rural environment and also with co-operative field workers—officials as well as non-officials.

Location of the Centres

5. The following grouping of States for locating the training centres is tentatively suggested :

1. Madras (75), Coorg, Mysore (20), Travancore-Cochin (20)
2. Bombay (70), Madhya Pradesh (46)
3. Hyderabad (40), Andhra (46)
4. Bengal (48), Orissa (33), Tripura (1)
5. Assam (21), Bihar (89), Manipur (1), N.E.F.A. (2)
6. Uttar Pradesh* (135)
7. Vindhya Pradesh (8), Madhya Bharat (10), Rajasthan (33) Saurashtra (9), Kutch (1), Ajmer (1)
8. Delhi (1), Punjab (28), Himachal Pradesh (1), PEPSU (8). Jammu and Kashmir (7)

Figures in brackets give the annual requirements of trained personnel of the respective States.

While theoretically there is no objection to having only a few big units, the difficulties of accommodation and language considerations would suggest a larger number of units as indicated above, consisting of more compact classes. Moreover, in small units, the teaching staff can give more personal attention to the needs of the trainees. The final location of the training classes in each of these groups will depend on the number of trainees, the availability of accommodation facilities for practical training, etc. It is possible that the grouping of the States as indicated above may have to be changed in the light of the above considerations. The number of centres might also have to be increased by one or two.

Teaching Staff

6. The staff may consist of one Principal and three wholetime lecturers. Part-time lecturers may also be appointed for teaching some special subjects. Salary of the Principal and the lecturers may be: Principal on an average pay of Rs. 540 p.m. and lecturer on an

* Three divisions may be required in this State.

average pay of Rs. 240 p.m. Provision also will have to be made for dearness allowance, provident fund, etc. A suitable provision for expenditure on the other staff, viz., clerks, typists, etc., and for contingent expenditure will also have to be made.

Period of Study

7. The course of study at each centre may be divided into two terms of 12 weeks each and two tours of first-hand study of six weeks each. The whole course would thus consist of about 10 months and there would be two months of term-end vacations.

Curricula of Study:

(A) Theoretical

8. The course will comprise a study of Co-operation (theory and practice), Co-operative Law, Co-operative Banking, Book-keeping, Accountancy and Audit, Rural Economics, Rural Development, Village Industries, Co-operative Marketing, Co-operative Farming, Rural Housing, Labour Societies, etc. The study, both theoretical and practical, will in all cases concern itself primarily with subjects dealing with problems of rural development. Rural Economics would thus include rural sociology, rural extension service, rural institutions like Panchayats, etc., in addition to economic aspects of agriculture and rural life. Under Co-operation likewise, more attention will be paid to the organisation and administration of all types of rural co-operatives such as credit, marketing, labour, housing, etc.

(B) Practical

The practical study of the trainees will have to be of a sufficiently long duration and it will have to concentrate on the operational aspects of the officer's duties and the working of co-operatives. This training will thus consist of visits of observation and visits of participation. It would be necessary for the trainees to stay at least for two weeks at a time in an institution and actually participate in its work. Such visits should include the study of the working of primary societies, purchase and sale unions, co-operative central banks, land mortgage banks and village industrial societies. It will be necessary to choose a large number of institutions for practical training, so that the trainees can divide themselves into small batches and acquire effective knowledge of the working of each type of institution. Considering the large number of trainees in each unit and the intensive practical training that is proposed to be given, it will not be possible for the regular teaching staff to guide them in their practical course and, therefore, the services of officers of the Co-operative Department in the local areas as well as of non-official co-operators will have to be utilised for the purpose. Provision may, therefore, have to be made for meeting the travelling expenditure and the pay of the additional practical tutors for a period of three

months. It is proposed to divide the trainees into batches of 10 each so that the proposed number of trainees at each centre will form 10 batches, and the requirement will be 10 practical tutors. If three of the regular staff are also drafted for this work, seven persons will have to be newly appointed.

Strength of the classes

9. Each unit would expect to have a strength of about 100 trainees in a year. This will be divided into two classes of about 50 each which will be run simultaneously.

Concessions

10. No fees will be charged and lodging will be free for each trainee. He will be given in addition a stipend of Rs. 50 per month for the period of the course. Travelling allowance will also be given to the trainees for joining the classes from their home to the training centre and back. Similarly, travelling expenditure for going home and coming back during the inter-term vacation may also be provided. No special allowance will be given to them individually for meeting their expenses during study tours, but their whole expenditure on such tours will be met by the Scheme.

Other expenditure connected with each centre

11. Accommodation will have to be found for office, classrooms and hostel at each centre. Residential facilities for the staff will also have to be estimated. As these centres will be located in rural or semi-rural areas, it might be possible to find accommodation for the purpose at about Rs. 600 to Rs. 700 p.m. A detailed estimate of possible expenditure on each unit is given in Appendix 11. It will be necessary to provide each unit with a library and provision will have to be made for the purchase of books, periodicals, newspapers, etc., for the purpose.

Initial expenditure will also have to be incurred on the purchase of furniture and other equipment needed for both the training classes as well as the hostel. Provision will also have to be made for office equipment like typewriters, Gestetner machine etc.

Refresher course for the teachers

12. It will be necessary also to organise a brief refresher course to train the teachers who will man these eight training centres. Such a course can be arranged at Poona or some other place. A few weeks before the commencement of the scheme, these men will get together at one place to receive instructions as to the lines on which they are to conduct their classes. They will, for instance, be told about the points which call for special emphasis for a training of the kind contemplated in the note. The necessary expenditure on this refresher course which will be in the nature of non-recurring expenditure will amount to about Rs. 20,700.

Cost of the scheme

13. It will thus be found that the total recurring expenditure on each centre is likely to be of the order of Rs. 1.30 lakhs (i.e., Rs. 10.40 lakhs for eight centres) and non-recurring expenditure will be about Rs. 1.25 lakhs for all the eight centres. If for some reason it is found necessary to increase the number still further, there will be a proportionate rise in expenditure. The entire cost of the scheme will be met by the Government of India. The total cost of the scheme spread over five years would thus be about Rs. 53.25 lakhs assuming that eight centres may ultimately be organised.

NOTE VII

FINANCIAL ASSISTANCE FOR THE TRAINING OF SUBORDINATE PERSONNEL OF THE CO-OPERATIVE DEPARTMENTS AND CO-OPERATIVE INSTITUTIONS IN THE VARIOUS STATES

The proposals regarding the training of subordinate personnel and financial assistance to the various States were forwarded to the Ministry of Food and Agriculture, Government of India, as recommended by the Central Committee for Co-operative Training at its second meeting held on the 5th July 1954, for their approval. The Government of India have now conveyed their approval of the scheme as recommended by the Central Committee (Appendix 1). In this connection, they have sanctioned a sum of Rs. 3.50 lakhs as grant for distribution to the various State Governments during the current financial year towards meeting part of their expenditure on the scheme under conditions laid down by the Central Committee. The general principles which have been approved by the Central Committee and which are accepted by the Government of India are as under :—

“(i) Normally each State should have a school which should train two classes of 40 students each simultaneously in a year of two sessions, each session lasting for a period of six months. In this manner each school will train normally 160 candidates per year. While some States, viz., Madras, Andhra, Bombay and Uttar Pradesh may require more than one school, States like Kutch, Ajmer, Saurashtra, Bhopal, Tripura, Manipur, Coorg and Himachal Pradesh may not have enough candidates to justify the running of an independent school each and may, therefore, have to be grouped with other States for getting their personnel trained. In States like Vindhya Pradesh the number of candidates to be trained each year may be smaller than the usual strength of 160 but is not expected to be less than 80.

(ii) The States will normally have to meet the expenditure on the institution, but certain items like the salaries and allowances of staff stipends and travelling allowances needed for the educational tours of trainees and library will be shareable items, the Central Government agreeing to meet 50 per cent of the expenditure on these items. In the case of co-operatively under-developed States, a somewhat higher proportion may have to be borne by the Central Government for some time.

(iii) Central Government assistance should not lead to any reduction in expenditure or commitments already made by State Governments in respect of co-operative training and education. And if, as a result of the Central Government subsidy for subordinate training, there results any reduction in the total expenditure

of the States on the training of the co-operative personnel in these categories, the Central Government subsidy will be correspondingly reduced.

(iv) The grants-in-aid will be subject to the Central Committee being satisfied about uniform standards to be maintained by the institutions in regard to the subjects taught, syllabus prescribed, periods of study and examinations to be conducted.

(v) As recommended by the Central Co-operative Training Committee, the teaching unit for a school conducting two classes simultaneously will consist of one Principal and three full-time lecturers. The scale of pay of the Principal would be that of the Assistant Registrar in the States and that of the lecturers Rs. 200-10-300 which corresponds generally to the scale of the cadre just below that of the Assistant Registrar. Variations in these scales, wherever considered necessary, may be made in the State only with the approval of the Central Committee. The trainees may be given a stipend of Rs. 40 per month during the period of their training and a travelling allowance during the period of their practical training which will not exceed Rs. 60 per candidate per course. An expenditure of about Rs. 2,000 on purchase of books for a library may also be incurred by each school. The Government of India will be prepared to meet 50 per cent of the expenditure on the items mentioned above."

The Government of India have suggested that we may communicate full details of the scheme to all the State Governments and invite their proposals, subject to the above conditions, before the 20th October 1954. The proposals when received are to be scrutinised by us and forwarded with recommendations to the Ministry of Food and Agriculture for placing the amounts of grants at the disposal of the State Governments concerned.

In this connection, it may be added that our note on the subject as approved by the Central Committee may be circulated among the States together with the syllabus as desired by the Government of India. One copy each may be sent to the Registrar of Co-operative Societies and to the State Government for information.

NOTE VIII

PROPOSAL FROM THE GOVERNMENT OF ORISSA FOR ORGANISING A TRAINING SCHOOL AT BOLANGIR FOR TRAINING GOLADAR-CUM-PANCHAYAT SECRETARIES

Kindly see item No. II of the proceedings of the second meeting of the Standing Sub-Committee wherein the proposal from the Government of Orissa regarding the training of Goladar-cum-Panchayat Secretaries was considered. It was held at that time that it would be preferable for the Central Committee at that stage to assist the training of co-operative personnel conducted in schools specially set up for the purpose. There would, however, be no objection to admitting grain-gola secretaries to the training classes intended for 'subordinate' personnel if they satisfied the conditions laid down for such 'training'. It was also conceded that if the strength was too much to be accommodated in the school (viz., the Cuttack Institute), another institute could be started to meet the needs of the movement. But, if the secretaries of grain-golas were intended to be given training under any special scheme of a multi-purpose character, it was felt desirable to make arrangements for their training through the State's own agencies. This decision was communicated to the Government of Orissa.

2. We have now received another letter from the Government of Orissa (Appendix 12) saying that the second institute proposed to be opened by them at Bolangir will be exactly like the Cuttack Institute and is intended for training the personnel of co-operative institutions. The training to be imparted is not to be of a multi-purpose character and is meant not merely for Goladars but the employees of all kinds of co-operative institutions. They have further pointed out that the grain golas have been particularly mentioned because they will account for the majority of the trainees. The Goladar-Secretary would be the society's employee, but would work for sometime also as secretary of the gram panchayat, for, in the initial stages, the society may not be in a position to offer good remuneration and even sufficient work for the services of a competent secretary. Until the societies become financially strong, this arrangement may be allowed to continue and may not be made a ground for denying assistance for a scheme of training the personnel required for them. It is stated that only one school will not be adequate as nearly 100 trainees may have to be trained at one time whereas the Central Committee have recommended 40 to 45 candidates for each centre. The Government, therefore, hope that the proposal to start a second school at Bolangir will be favourably considered by the Committee.

3. It may be stated in this connection that a circular will be addressed shortly to all the States inviting schemes for the training of subordinate personnel so as to be in a position to recommend

to the Government of India the measure of financial assistance to be given to each State. The Government of Orissa may be requested to submit details of this scheme also along the lines indicated in the circular for consideration of the Committee.

PROCEEDINGS OF THE FOURTH MEETING OF THE
STANDING SUB-COMMITTEE OF THE CENTRAL COM-
MITTEE FOR CO-OPERATIVE TRAINING HELD ON 8TH
OCTOBER 1954 AT THE RESERVE BANK OF INDIA,
BOMBAY

The fourth meeting of the Standing Sub-Committee of the Central Committee for Co-operative Training was held under the chairmanship of Prof. D. G. Karve on the 8th October 1954, at the Reserve Bank of India, Bombay. The following members were present:

1. Prof. D. G. Karve (*Chairman*)
2. Shri M. R. Bhide, I.C.S.
3. Shri B. Venkatappiah, I.C.S.
4. Shri V. Sivaraman (*Member-Secretary*)

ITEM I : REVIEW OF PROGRESS IN RESPECT OF REGIONAL CO-OPERATIVE
TRAINING CENTRES

(a) *Southern Zone—Madras Centre*

(i) *Revised budget*

The Committee approved the revised budget of the Madras Regional Co-operative Training Centre.

(ii) *“ Psychology ” as a subject of study*

As to the suggestion of the Madras Governor regarding inclusion of Psychology in the curricula of the Intermediate Training Course, the Committee felt that “ social psychology ” and especially its bearing on the process of communication has a relevance to the type of training imparted at the Centre. The steps taken by the Local Committee to arrange some special lectures on the subject were, therefore, approved. The Chairman observed, further, that the suggestion made by the Governor would be given further consideration at a later date when the Central Committee took up the question of revision of the curricula.

(iii) *Study of special legislation*

The Local Committee at its meeting held on 31st August 1954 was of the opinion that in view of the existing syllabus being fairly heavy, the students might not be able to cope with the additional subjects suggested by the Central Committee at the second meeting, viz., legislation regarding regulated markets, debt relief, land settlement, etc. It was, however, proposed to invite experts on the subjects to deliver lectures out of class hours without requiring the students to take any test in the subjects.

The Committee expressed the view that such of the legislation which is of special local interest, should find a place in the curricula of the Regional Centres, if need be, by reducing some of the other items in the syllabus on Co-operative Law. The suggestions as to which items could be omitted from the syllabus as it stands, may be made by the Local Committee. However, for the time being, the Local Committee may go ahead with the arrangements made in this respect.

(iv) *Syllabus for Departmental Set-up and for Co-operative Banking*

As regards the syllabi for the subjects of "Departmental Set-up" and "Co-operative Banking" which have to be finally approved by the Central Committee, the Chairman desired the Member-Secretary to advise the Local Committee that the final approval of the same by the Central Committee might be assumed in view of the interim approval of the Standing Sub-Committee. If any changes were made by the Central Committee, these would be communicated in due course.

v) *Divali vacation*

The Committee approved of the action taken by the Local Committee in rejecting the application of the trainees for a 'vacation' for Divali.

(vi) *Water and electricity charges*

As regards water and electricity charges, incurred in connection with the hostel, it was finally resolved that such charges should not be recovered from the trainees.

(vii) *Books*

The books, up to No. 44 in the list, were approved. As regards others, the decision would be taken later. It was suggested that the Member-Secretary might make enquiries with the booksellers regarding the concessions they would offer in view of the large orders that might be placed with them.

(b) *Western Zone—Poona Centre*

(i) *Admission of candidates to H.D.C. Examination of the Institute*

On the question of permitting trainees without the minimum academic qualifications to take the Diploma Examination at Poona, it was resolved that the Member-Secretary should address the Bombay Provincial Co-operative Institute requesting them to accord this concession to such trainees for a period of two years as a special case.

(ii) *Deductions from salaries of trainees*

The Standing Sub-Committee noted with concern the practice adopted by some employers, of deducting from the salaries of the

trainees an amount equivalent to the stipend received by the trainees. The Member-Secretary was instructed to address the Himachal Pradesh State Government and the Saurashtra State Co-operative Bank clarifying the real nature of the stipends granted by us. The stipend was intended to reduce the hardship which the maintenance of two establishments by the trainees involved. It was, therefore, felt that salaries and other normal allowances such as dearness allowance, etc., should not be reduced as a result of our stipend, though the position would be different in regard to such allowances as fixed travelling allowance for which, of course, there might be no justification while an employee is on training. It was suggested, therefore, that the Member-Secretary might elicit information on the subject from the States concerned.

(iii) *Inclusion of Shri P. A. Dave in our scheme*

With regard to Shri P. A. Dave, a private candidate being considered as a trainee under the Reserve Bank scheme, the Committee resolved that since at the time of admission he was not on the staff of the Saurashtra State Co-operative Bank, he could not be considered as a trainee under our scheme.

(c) *Eastern Zone—Pusa Centre*

(i) *Location of the Centre*

In view of the circumstances mentioned in the note, the Committee agreed that the original decision to locate the Centre in Pusa should stand. The Member-Secretary was directed to address the authorities in Bihar requesting them to proceed with the arrangements in this connection. The Standing Sub-Committee would, however, be prepared to examine the question of transferring the Centre to Ranchi at a later date if some suitable premises for the college and the hostel became available at that place and if the Government of Bihar itself favoured the proposal. The requirements in regard to housing a Regional Centre for Intermediate training course should be communicated to the Registrar of Co-operative Societies, Bihar.

(ii) *Selection of staff*

The Standing Sub-Committee approved the appointment of teaching staff made by the Local Committee.

(iii) *Admission of candidates from outside the Zone*

As regards admission to the Pusa Centre, the Committee felt that if there were vacancies after admitting candidates from States in the Eastern and Northern Zones, candidates from the Western and Southern Zones may be admitted to the Centre.

(d) Northern Zone**(i) Premises for the college and hostel**

The Committee noted the progress made so far in the negotiations regarding premises for the college and the hostel and instructed the Member-Secretary to write to the Registrar of Co-operative Societies, Uttar Pradesh, bringing to his notice the urgency of starting the centre early.

ITEM II : CONSIDERATION OF THE REPRESENTATION FROM THE TRAINEES OF THE SENIOR OFFICERS' TRAINING COURSE AT POONA REGARDING "RENT-FREE LODGING" WHILE ON STUDY TOUR

Decision on this matter was deferred till fuller details which had been called for from the Principal, Co-operative Training College, Poona, were received.

ITEM III : AN ORIENTATION COURSE FOR CO-OPERATIVE INSTRUCTORS IN VILLAGE EXTENSION TRAINING SCHOOLS AT THE CO-OPERATIVE TRAINING COLLEGE, POONA

The Note on the subject was recorded.

ITEM IV : CONSIDERATION OF THE PROPOSAL RECEIVED FROM THE GOVERNMENT OF INDIA REGARDING THE ARRANGEMENTS FOR THE TRAINING OF SECRETARIES, MANAGING COMMITTEE MEMBERS AND ORDINARY MEMBERS IN MANIPUR STATE

The Member-Secretary was requested to inform the Ministry of Food and Agriculture that as per decision taken at the second meeting of the Central Committee, some pilot schemes would be worked out before formulating a final all-India scheme for the training of this category of co-operative personnel. The examination of the scheme, prepared by the Manipur Government, might, therefore, have to be postponed for the time being. If Manipur decides to go ahead with their scheme in the meanwhile, it should be understood that the Central Committee is not thereby committed to make any financial assistance towards the same.

ITEM V : CONSIDERATION OF MATTERS RELATING TO THE GRANT OF LEAVE TO THE TRAINEES OF THE REGIONAL CO-OPERATIVE TRAINING CENTRES

The Committee was of the opinion that while at the training centre, the candidates would necessarily have to be treated as 'trainees' and were not expected to avail themselves of ordinary or privilege leave, etc., to which they might be eligible under their service terms. So long as they were on training, their position in this respect would be more analogous to students in a college and they would be given such leave privileges as the Principal of the centre deemed necessary to give.

As regards the deduction of stipend for leave period, the Committee felt that the Principal might use his discretion and judge each case on its merits. Casual absence from classes necessitated by temporary ailments and not involving absence from the headquarters of the centre might be treated as leave at the discretion of the Principal. In any case, the Committee felt that leave for periods exceeding seven days should not be allowed and if any trainee absented himself for more than a week, his stipend might be proportionately reduced except in cases where the trainee was suffering from illness and was staying at the headquarters itself when no deduction need be made. In short, the Principal should be able to assess the *bona fides* in each case and take action accordingly. The Committee felt that in respect of payments of stipends already made to trainees no deduction need be made.

ITEM VI: NATIONAL EXTENSION SERVICE BLOCKS—TRAINING OF BLOCK LEVEL CO-OPERATIVE OFFICERS

The Chairman briefly explained the features of this scheme which was being undertaken at the request of the Government of India to meet the specific requirements of the National Extension Programme during this and the next Five-Year Plan. He made it clear that the scheme was an *ad hoc* scheme and was distinct from the regular course of integrated training for intermediate personnel given at the Regional Centres. It was agreed, however, that the best possible use of existing facilities should be made so as to promote satisfactory results.

The scheme was generally approved and the Member-Secretary was authorised to address the Ministry of Food and Agriculture for necessary action in the matter.

ITEM VII: FINANCIAL ASSISTANCE FOR THE TRAINING OF SUBORDINATE PERSONNEL OF THE CO-OPERATIVE DEPARTMENTS AND CO-OPERATIVE INSTITUTIONS

The note on the subject was recorded and the Member-Secretary asked to address the State Governments calling for specific schemes with regard to the proposed arrangements in respect of training of the staff of subordinate category.

ITEM VIII: PROPOSAL FROM THE GOVERNMENT OF ORISSA FOR ORGANISING A TRAINING SCHOOL AT BOLANGIR FOR TRAINING GOLADAR-CUM-PANCHAYAT SECRETARIES

The Sub-Committee agreed with the suggestion made in para 3 of the note on the subject that the Government of Orissa might be requested to submit details of their scheme on the lines indicated in the circular regarding subordinate training, which would be issued shortly by the Member-Secretary.

**FIFTH MEETING OF THE STANDING SUB-COMMITTEE
OF THE CENTRAL COMMITTEE FOR CO-OPERATIVE
TRAINING**

(13th January 1955, at the Reserve Bank of India Building, Bombay)

AGENDA

- I. Review of progress in respect of Regional Co-operative Training Centres
 - A. Western Zone
 - B. Southern Zone
 - C. Eastern Zone
 - D. Northern Zone
 - E. Central Zone
- II. Review of progress of the Senior Officers' Training Course at the Co-operative Training College, Poona,
- III. Consideration of the schemes received from various States regarding the arrangements for the training of subordinate co-operative personnel in the light of the decision taken by the Government of India.
- IV. Consideration of payment of stipends at enhanced rates to the trainees of the Senior Officers' Training Course and Intermediate Training Course during their study tour.
- V. Consideration of the action taken by certain employers in deducting the stipends paid to the trainees from their salaries and allowances during the training period.
- VI. Consideration of a uniform standard for holding final examinations for the trainees of the Intermediate Training Course at various Regional Co-operative Training Centres, and awarding certificates or diplomas to the successful candidates.
- VII. Consideration of a request received from the Government of Saurashtra to locate the Regional Co-operative Training Centre somewhere in Saurashtra.
- VIII. Review of progress of the Reorientation Course for Co-operative Instructors of Village Extension Training Centres at the Co-operative Training College, Poona.
- IX. National Extension Service Blocks—Training of Block Level Co-operative Officers.

- X. Consideration of pilot schemes for the training of non-official co-operative personnel, such as members, directors and panchayatdars of primary societies.
- XI. Revision of the curricula and syllabus for all types of training courses sponsored by the Central Committee for Co-operative Training.
- XII. Reconsideration of the question of grant of leave and payment of monthly stipends to the trainees during leave.
- XIII. Holidays at the Regional Co-operative Training Centres—Governing considerations.
- XIV. Consideration of a letter received from the I.L.O., Asian Field Office, Bangalore.
- XV. Any other matter raised with the permission of the Chairman.
- XVI. Date of next meeting.

NOTE I

REVIEW OF PROGRESS MADE BY THE REGIONAL CO-OPERATIVE TRAINING CENTRES

(A) *Western Zone*

Since the Standing Sub-Committee met in October last, the Committee of the Co-operative Training College, Poona, held a meeting on the 17th November 1954. The attention of the members is invited to the following points in particular considered at the meeting.

1. *Expenditure for the Intermediate Training Course*

(i) The question of apportionment of the cost for conducting the course between the Reserve Bank of India and the Bombay Provincial Co-operative Institute was first considered by the College Committee at its meeting held in June 1954. It was considered further at its meeting held on 17th November 1954, when the following resolution was passed:

“ Resolved that a sum of Rs. 36,000 be regarded as the basic annual amount of expenditure to be borne by the Bombay Provincial Co-operative Institute for the training scheme pertaining to the long-term course and the balance of the net total expenditure incurred on the scheme each year be contributed by the Reserve Bank of India. Further, resolved that this resolution be implemented with effect from the academic year 1954-55.”

From the budget estimates of income and expenditure sanctioned by the College Committee, it will be seen that the total expenditure for the year 1954-55 as budgeted comes to Rs. 67,429 as against an income of Rs. 2,700 only. Thus, the net expenditure is Rs. 67,429 — Rs. 2,700 = Rs. 64,729. Of this, Rs. 36,000 will be the basic expenditure which the Institute will bear according to the resolution of the College Committee and the difference between the total expenditure and the basic expenditure (excluding stipends and travelling allowances) will be contributed by the Reserve Bank of India (i.e., Rs. 64,729 — Rs. 36,000 = Rs. 28,729). The total expenditure to be borne by the Reserve Bank of India on the Intermediate Co-operative Training Course would thus be approximately Rs. 75,729 as under:

	Rs.
1. Reserve Bank's contribution	28,729
2. Stipends to trainees	32,000
3. Travelling allowance for transit period including study tour	15,000
	Rs. 75,729

In this connection, it may be mentioned that it is difficult to make a separate and firm estimate with regard to the Intermediate Co-operative Training Course and the Senior Officers' Training Course at Poona as most of the accounts are common to both, such as postage, office staff, etc.

2. *Expenditure of Senior Officers' Training Course*

The entire expenditure as shown below approximately on account of two sessions of the Senior Officers' Training Course will be met by the Reserve Bank of India.

	Rs.
(i) Salary and other items	89,300
(ii) Stipends	44,000
(iii) Travelling allowance for transit period including study tour	53,400
	Rs. 1,86,700

Thus, the total estimated expenditure for one session of the Intermediate Co-operative Training Course and two sessions of the Senior Officers' Training Course comes to Rs. 75,729 + Rs. 1,86,700 = Rs. 2,62,429 approximately.

3. *Admission of candidates with minimum qualifications to the Intermediate Training Course at Poona*

We had admitted to the Intermediate Course four candidates from Hyderabad and Himachal Pradesh who did not possess the minimum academic qualifications. These candidates were not allowed by the College authorities to appear for the periodical tests. On receipt of representation from the employers of these candidates, the Member-Secretary took up the matter with the College Committee as desired by the Standing Sub-Committee at its last meeting. The Committee has now resolved that these candidates may be permitted to appear for all the examinations held by the College but they would not be regarded as eligible for the award of H.D.C. Further, it has resolved that in cases where the condition of the minimum educational qualifications required for admission to the above course at Poona is to be relaxed, the approval of the College Committee should be taken. The Committee desired that this resolution might be put up to the Standing Sub-Committee for information and guidance.

4. *Optional subjects*

The College Committee has resolved that a trainee should not normally be permitted to change his optional subject after the lapse of one month from the commencement of teaching of the subject. This seems to be necessary and may be approved.

5. *Grant of certificates to the trainees of the Senior Officers' Training Course*

The College Committee has recommended that the trainees of the Senior Officers' Training Course should be granted certificates to the effect that they have completed the higher training sponsored by the Reserve Bank so that they may help the trainees in their career. So far, the practice followed by the College was that the Principal used to communicate his views on the work and progress of each trainee to the employer and employee. It is suggested that it would be desirable to issue certificates to each trainee. A specimen copy of the certificate is given below for the approval of the Sub-Committee.

CENTRAL COMMITTEE FOR CO-OPERATIVE TRAINING
BOMBAY

This is to certify that Shri.....
has completed the theoretical and practical training in the Senior Officers' Training Course intended for the higher grade personnel of the Co-operative Movement sponsored by the Reserve Bank of India at the Co-operative Training College, Poona, held from.....to.....

2. His optional subject was.....

*Principal and Secretary
Co-operative Training College
Committee, Poona.*

*Member-Secretary
Central Committee for
Co-operative Training.*

(B) *Eastern Zone*

The Regional Co-operative Training Centre at Pusa commenced working from the 15th November 1954.

The Deputy Chief Officer (Shri V. Sivaraman) visited Pusa on the 8th December 1954, and inspected the working of the Centre. The trainees at the Centre represented to Shri Sivaraman some difficulties experienced by them with regard to sanitation, lighting and transport arrangements, etc. Shri Sivaraman assured them that the Sub-Committee would give due consideration to their demands if they were forwarded to it through the proper channel, viz., through the Local Committee. The Principal of the College and the Registrar of Co-operative Societies, Bihar, were also told by Shri Sivaraman that the demands of the trainees would first have to be considered by the Local Committee before the Standing Sub-Committee could take action. We may, therefore, defer consideration of these matters till we hear from the Local Committee in the matter unless the Standing Sub-Committee desires to discuss the same independently.

(C) Northern Zone

As desired by the Standing Sub-Committee, the Member-Secretary had written to the Registrar of Co-operative Societies, Uttar Pradesh, impressing on him the urgency of starting the centre at as early a date as possible. On 12th December 1954, we received from Shri N. S. Mathur, Deputy Registrar, Co-operative Societies, Meerut, a copy of his letter to the Registrar of Co-operative Societies, Uttar Pradesh, enclosing the plan of a building under construction at Meerut now proposed for locating the Regional Co-operative Training Centre. The Member-Secretary has since written to the Registrar of Co-operative Societies, Lucknow, inviting his attention to the above letter from Shri Mathur and has also requested the Registrar to examine the suitability of the proposed building at Meerut in the light of the memorandum of minimum requirements for the premises already forwarded to him and let us know, after satisfying himself, about the soundness and adequacy of the same, at an early date. So far, we have not heard from the Registrar regarding the new proposal. On hearing from him, a suitable date will be fixed by the Member-Secretary in consultation with the members of the Standing Sub-Committee to visit Meerut in that connection.

(D) Central Zone

At its first meeting held in December 1953, the Central Committee for Co-operative Training decided that eventually, there should be five Regional Centres, one each for the Southern, Western, Eastern, Northern and Central Zones for the training of "Intermediate" grade personnel. Since the Regional Centres for Southern and Eastern Zones have already been set up at Madras and Pusa respectively and arrangements for the centre for the Northern Zone at Meerut are under way, the Chairman of the Standing Sub-Committee desired that we might initiate steps for the setting up of the training centre for the Central Zone. The Member-Secretary has accordingly issued letters to the Registrars of Co-operative Societies, Rajasthan, Madhya Bharat and Vindhya Pradesh requesting them to submit concrete proposals, if any, in consultation with their respective Governments, for starting such a centre. It has also been made clear to them that while suggesting any place for locating the centre, they should take into account the suitability of the place, readiness on the part of the State Government to welcome the location, and the existence of other institutions of higher education and of co-operative activity in the vicinity of the premises, as the organisation of the co-operative training centre, theoretical as well as practical, would depend much on such facilities. We are now awaiting the proposals from these States.

(E) *Expenditure for the training courses*

The attention of the Standing Sub-Committee is invited to the fact that originally we had budgeted for an approximate total expenditure of Rs. 5 lakhs for running the four Regional Co-operative Training Centres for the intermediate personnel and for running two short-term courses every year at the Poona College for the higher co-operative personnel. According to the estimate of expenditure we have received from Poona and Madras, the total amount would come to Rs. 3.76 lakhs as under:

	Rs.
Poona College	2,62,429
Madras Centre	1,13,750
	<hr/>
Total	Rs. 3,76,179
	<hr/>

If we take it that Pusa will also cost us about the same as the Madras Centre, the total estimated expenditure for these three centres alone would come to Rs. 4,89,929. This means that for starting the fourth and fifth centres for the Northern and the Central Zones, the funds already provided for would have to be augmented by at least a couple of lakhs more. The Standing Sub-Committee may consider the desirability of requesting the Reserve Bank of India for enhancing the allotment by Rs. 2.5 lakhs.

NOTE II**REVIEW OF PROGRESS OF THE SENIOR OFFICERS' TRAINING COURSE AT THE CO-OPERATIVE TRAINING COLLEGE, POONA**

The fifth session of the Senior Officers' Training Course which commenced on the 4th June 1954, at the Co-operative Training College, Poona, came to a close on the 3rd December 1954. It is now proposed to hold the sixth session of that course from the 15th January 1955. A circular was issued to the Registrars of Co-operative Societies of various States requesting them to send their lists of candidates for training in the sixth session of the Course. So far, replies from 18 States recommending 49 candidates have been received. Of these, we have admitted 27 candidates who are *prima facie* eligible. In addition, there are six marginal cases who will be admitted as special cases in case there are vacancies. The Government of Coorg have recommended two co-operative Inspectors who are not graduates and we propose to admit them as special cases. The States of West Bengal and Madhya Bharat have not yet sent full particulars in respect of their candidates whose number comes to three in all.

NOTE III

ARRANGEMENTS FOR THE TRAINING OF SUBORDINATE PERSONNEL OF CO-OPERATIVE DEPARTMENTS AND CO-OPERATIVE INSTITUTIONS IN THE VARIOUS STATES —REVIEW OF SCHEMES

On the 11th October 1954, a circular letter enclosing the scheme approved by the Central Committee for Co-operative Training at their second meeting was issued to the Registrars of Co-operative Societies of all the States (including the State of Jammu and Kashmir) inviting specific proposals for the training of subordinate personnel of the co-operative departments and co-operative institutions in the various States. We have so far received replies forwarding certain schemes from the following 15 States (including Jammu and Kashmir) only :

- | | |
|------------------|-----------------------|
| 1. Uttar Pradesh | 9. Madhya Pradesh |
| 2. Punjab | 10. Manipur |
| 3. PEPSU | 11. Tripura |
| 4. Delhi | 12. Assam |
| 5. Kutch | 13. Bombay |
| 6. Saurashtra | 14. Orissa |
| 7. Hyderabad | 15. Jammu and Kashmir |
| 8. Coorg | |

Of the above States, the proposals submitted by only three States, namely, Madhya Pradesh, Punjab and Orissa have the Governments' approval. The schemes of all other States are yet to be approved by the respective State Governments with whom we are in correspondence. Two reminders have already been sent to the Registrars and also to the Governments of the remaining States, which have not submitted their schemes, to do so immediately.

The important points on which various States have been requested to give their clarification are listed below:

(i) Admissions

Except in a few cases, the proposals made by the States do not adhere to the number of candidates to be trained in a school, namely, 160 per year, as contemplated by the Committee. There are some small States like Coorg, Tripura, Manipur, Kutch, Saurashtra, PEPSU and Delhi, which are not able to train 160 candidates in a year. We have, therefore, written to the Registrars of such States to approach the Registrars of the neighbouring States and propose to them that a specified number of candidates from their States may be trained in the schools organised by them for the purpose. They have been requested to submit fresh proposals furnishing the financial estimates involved in such arrangements.

(ii) Definition of subordinate category

It is observed in the case of some States that they propose to train the intermediate and higher category of personnel along with the subordinate personnel and they have given the estimated number of candidates on this basis. This is not the intention of the Committee. We have, therefore, written to such States, for instance, Madhya Pradesh and Punjab, making it clear that the Central assistance will be given for training the latter category only and that the former may be deputed to our Regional Centres or the Poona College.

(iii) Teaching staff

States like Madhya Pradesh and Jammu and Kashmir have suggested for the Principal the pay scale of that of the Deputy Registrar while the Committee has agreed to the scale of the Assistant Registrar. For lecturers' posts, some States like Madhya Pradesh and Orissa have proposed the pay scale of Assistant Registrars whereas the Committee has contemplated for such posts a scale of the cadre just below that of Assistant Registrar. Such variations will have to be made only with the prior approval of the Central Committee.

(iv) Stipends and travelling allowances

Certain States have agreed to pay the stipend at Rs. 40 per month per candidate as contemplated by the Central Committee; but in some cases like Uttar Pradesh, lower scales for stipends and T.A. are proposed but this variation may be due to local conditions. We may not take any objection to this. In some States like Madhya Pradesh and Orissa, a higher T.A. has been proposed. Orissa is not proposing to give any stipend to departmental candidates and has asked for a subsidy to be paid to co-operative institutions in respect of the salaries and allowances of their employees deputed for training. All these are not admissible according to our scheme.

(v) Library

Some States like Madhya Pradesh have proposed to spend more than Rs. 2,000 on the library as envisaged in the original scheme and have requested the Committee to recommend 50 per cent of such expenditure. It would not be possible to increase the share of the Government of India to more than Rs. 1,000 per school.

(vi) Building

The Madhya Pradesh Government have proposed to construct a building for locating their training school at an expenditure of Rs. 2.5 lakhs and have requested the Committee to share 50 per cent of this expenditure. As there is no such provision in the scheme approved by the Committee and as it is also premature to incur

such huge expenditure in the initial stage without first starting a training course on a stable basis, we have written to the Government of Madhya Pradesh that it would not be possible to accede to their request in this respect at present.

(vii) *Medium of instruction*

In small States like Manipur and Tripura, it is not possible to permit an independent school of their own in view of the small size of the States and hence we have suggested to them that they may join hands with the neighbouring State of Assam which also proposes to open a school for training the subordinate staff. In view of this, difficulties regarding the medium of instruction will arise, for, the regional languages spoken in Manipur and Tripura are quite different from that spoken in Assam. Hence, we have suggested that some common language such as Hindi or English may be made the medium of instruction. The Sub-Committee's approval is specifically sought for this suggestion.

(viii) Another point that has to be considered is whether the scheme submitted by the Jammu and Kashmir State should also be examined by us for the purpose of recommending financial assistance from the Government of India. This State was not visited by any of our officers in connection with co-operative training or even in connection with the reorganisation of the co-operative movement. The Standing Sub-Committee may kindly indicate whether we may take up the scheme for examination.

In the end, it may be mentioned for the information of the Committee that each scheme has been carefully examined by us and the important deviations observed in them have been pointed out to the respective Registrars for clarification. No proposal from any State is in a fit condition to be put up to the Committee for approval. It is feared that no expenditure can be incurred out of the Government of India allotment in the current financial year.

NOTE IV

CONSIDERATION OF PAYMENT OF STIPENDS AT ENHANCED RATES TO THE TRAINEES OF THE SENIOR OFFICERS' TRAINING COURSE AND THE INTERMEDIATE TRAINING COURSE AT OUR TRAINING CENTRES DURING THEIR STUDY TOURS

The consideration of the question relating to the revision of rates at which stipends are given to the trainees of different courses was first taken up at the third meeting of the Standing Sub-Committee on the receipt of a representation in this regard from the trainees of the fifth session of the Senior Officers' Training Course at Poona. The Committee desired that the Member-Secretary should obtain fuller details about the expenses incurred by the trainees during their study tour, especially on hired lodgings. Accordingly, the Member-Secretary addressed the Registrar of Co-operative Societies, Madras, and the Principal, Co-operative Training College, Poona. The reply received from the Registrar, Co-operative Societies, Madras, in this regard was placed before the fourth meeting of the Standing Sub-Committee. We have since received the views of the Principal, Co-operative Training College, Poona. Both the replies have been tabulated and appended to this note (Appendices 13 and 14).

Intermediate Training Course at Poona and Madras

2. It will be seen therefrom that the Registrar, Co-operative Societies, Madras, has recommended that a trainee would need Rs. 4 per day (i.e., Rs. 2-8 for boarding and Rs. 1-8 for lodging) while on tour in Madras and Andhra States and Rs. 7 per day (Rs. 3-8 for boarding and Rs. 3-8 for lodging) in other States, particularly in big cities like Bombay, Calcutta, Delhi, Lucknow, etc. Thus the trainees will get Rs. 120 per month for the period they tour in Madras and Andhra and Rs. 210 per month for the period they are outside these States, as against Rs. 75 paid to them at present.

The Principal, Co-operative Training College, Poona, has, however, suggested that each trainee of the Intermediate Course may be paid an increase of 50 per cent in the monthly stipend now being paid to them when they are on study tour, i.e., Rs. 110 instead of Rs. 75. This is lower than the proposal received from the Registrar of Co-operative Societies, Madras.

Senior Officers' Training Course at Poona

3. In respect of the trainees of the Senior Officers' Training Course, the Principal has recommended the following concessions to each trainee instead of Rs. 100 per month paid by us while the trainees are on study tour.

- (i) Monthly stipend of Rs. 150 instead of Rs. 100 while on study tour.
- (ii) II class single fare for journeys performed by rail *without insisting on a certificate for actual travel in the class for which claim is preferred.*
- (iii) A mileage at the rate of one anna per mile in cases where a journey performed by road is five miles or over.
- (iv) The actual bus fare from residence to rail head and from railway station to hostel when the trainee performs journeys for joining the training centre or leaving it.

While it seems reasonable that the trainees both of the Intermediate Training Course and the Senior Officers' Training Course may be paid 50 per cent more than what they get at present by way of stipends, the Principal's suggestion that a second class fare for journeys performed by rail by the trainees of the Senior Officers' Training Course may be paid without insisting on a certificate for actual travel in the class for which claim is preferred would not be proper. When we pay second class fare to the trainees, we expect them to travel by that class. We should, therefore, insist upon a certificate regarding the actual class of travel; otherwise, our concessions are liable to be abused. His other recommendation that a trainee may be paid one anna per mile in case where a journey performed by road is five miles or over may be agreed to as the amounts will be small. As regards the recommendation (iv) above, it may be stated that we have already allowed payment of bus fares from the place of last headquarters (where there is no railway connection) of the trainees to the nearest railway station and *vice versa*, but we have not agreed to pay bus, taxi or tonga fares from the residence of the trainees to the bus stand or the railway station and *vice versa*. This seems to be reasonable.

The total expenditure involved on stipends paid during study tours according to (1) our present standards, (2) the suggestion of the Registrar of Co-operative Societies, Madras, and (3) the suggestions of the Principal, Co-operative Training College, Poona, can

be seen from the table below. The increase in expenditure involved in respect of short-term trainees also is shown below:

TABLE
INTERMEDIATE TRAINING COURSE
POONA CENTRE
2 months' Practical Training

At the existing rate for 45 candidates	At the rate suggested by Registrar, Co-operative Societies, Madras	At the rate suggested by Poona College Principal
$75 \times 45 \times 2 = \text{Rs. } 6,750$	$120 \times 45 \times 2 = \text{Rs. } 10,800$	$110 \times 45 \times 2 = \text{Rs. } 9,900$

MADRAS CENTRE
4 months' Practical Training

$75 \times 45 \times 4 = \text{Rs. } 13,500$	$120 \times 45 \times 3 = \text{Rs. } 16,200$ $210 \times 45 \times 1 = \text{Rs. } 9,450$ <hr/> $\text{Rs. } 25,650$	$110 \times 45 \times 4 = \text{Rs. } 19,800$
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SENIOR OFFICERS' TRAINING COURSE
2 months' Practical Training

At the existing rate for 40 trainees	At the rate suggested by the Principal, Co-operative Training College, Poona
$100 \times 40 \times 2 = \text{Rs. } 8,000$	$150 \times 40 \times 2 = \text{Rs. } 12,000$

In view of the above, the Standing Sub-Committee may kindly indicate whether the level of stipends recommended by the Registrar of Co-operative Societies, Madras, should be accepted or the lower figure recommended by Poona. The estimates received from Madras appear to be reasonable, taking into account the boarding and lodging charges in the bigger cities today. If this view is accepted, the Standing Sub-Committee may recommend to the Central Committee the following scale of stipends and allowances to the trainees while on study tour in place of the existing ones:

Intermediate Training Course

- (i) Monthly stipend of Rs. 120 while on study tour.
- (ii) Railway fare—Intermediate class.
- (iii) Mileage at the rate of an anna per mile for journeys performed by road provided the journey is over five miles.

- (iv) Actual bus fare from residence to railway station and from railway station to the hostel at the time of joining the centre or leaving it.

Senior Officers' Training Course

- (i) Monthly stipend of Rs. 150 while on study tour.
- (ii) Railway fare—Second class.
- (iii) Mileage at one anna per mile for journeys performed by road provided the journey is over five miles.
- (iv) Actual bus fare from residence to railway station and from railway station to the hostel at the time of joining the centre or leaving it.

It may be added at the end that we have not included in the above, stipend at the higher rate of Rs. 210 per month suggested by the Registrar of Co-operative Societies, Madras, for the period the trainees are outside Madras and Andhra States, for the reason that it will be difficult to make this higher rate applicable to trainees at Poona and it is not perhaps desirable to differentiate between one centre and another as far as possible.

NOTE V**CONSIDERATION OF THE ACTION TAKEN BY CERTAIN EMPLOYERS IN DEDUCTING THE STIPENDS PAID TO THE TRAINEES FROM THEIR SALARIES AND ALLOWANCES DURING THE TRAINING PERIOD**

At the last meeting of the Standing Sub-Committee, it was decided that we should address all the Registrars of Co-operative Societies and the co-operative institutions, who had deputed their employees for training in the Senior Officers' Training Course and the Intermediate Training Course at Poona and Madras, inquiring whether they were deducting from the salaries and allowances of the trainees, the monthly stipends paid by us during their training period. In this connection, the replies received from the various States are tabulated in the attached statement (Appendix 15) and placed before the Committee for information. It will be observed from the table that most of the States do not deduct stipends; the States of Andhra and Saurashtra alone do that. The Registrar of Co-operative Societies, Andhra, has stated that the co-operative institutions which have deputed their employees for training are very small institutions and cannot afford to pay the full salary and allowances to their candidates during training. Similarly, the Saurashtra State Co-operative Bank has stated that its financial position does not permit payment of full salary and allowances to its employees.

2. The following States have not yet sent their replies. Reminders have been issued to them.

Madras	Rajasthan
Uttar Pradesh	Ajmer
West Bengal	Bhopal
Madhya Bharat	Himachal Pradesh
Mysore	Tripura

NOTE VI

CONSIDERATION OF A UNIFORM STANDARD FOR HOLDING FINAL EXAMINATIONS FOR THE TRAINEES OF THE INTERMEDIATE TRAINING COURSE AT THE VARIOUS REGIONAL CO-OPERATIVE TRAINING CENTRES AND AWARDING CERTIFICATES OR DIPLOMAS TO THE SUCCESSFUL CANDIDATES

In November last, the Principal of the Regional Co-operative Training Centre at Madras referred to us about the arrangements to be made for holding the final examination for the trainees of that centre, sometime towards the end of May 1955. We had then replied to him that the matter was under our consideration and that he would hear from us in due course.

2. The question of how best a uniform standard for the trainees at all our Regional Centres could be enforced was discussed at the very first meeting of the Central Committee for Co-operative Training held in December 1953. It was then decided that at all stages of the conduct of the examinations such as setting of papers, evaluation, etc., the Central Committee should enforce a common pattern with a view to maintain uniform standards at all centres covered by the scheme. Besides the performance at the examination, due consideration was to be given to the practical experience and theoretical knowledge of the trainees, as revealed in the reports of the staff of the College.

3. The subject was again discussed at the first meeting of the Standing Sub-Committee held at Bombay on the 5th April 1954 and it was agreed that in conducting examinations at the Regional Training Centres, the best arrangement would be to appoint an internal examiner from amongst the lecturers of the Regional Centres and associate an outsider with him as an external examiner. This would also be quite in keeping with the practice followed by most of the Universities in India.

4. Ordinarily, the ideal course to follow would appear to be to have the question papers set and examiners appointed to evaluate the answer papers for all the Regional Centres in the country, under the direct supervision and the guidance of the Central Committee for Co-operative Training or its Standing Sub-Committee. It would also be possible under such an arrangement to associate the local staff of the training centres with the examination. But for such an arrangement to be introduced, two conditions are imperative, viz., (i) the academic year for all the centres and the time for holding examinations will have to be made uniform throughout India, and (ii) the exact nature of the course covered by the candidates during the training period in the various centres should also be uniform. But one drawback in

such a system would be that local or rather regional variations in conditions either in regard to Co-operative Law or Practice or any other subject prescribed for the examination cannot perhaps be taken cognizance of. The best arrangement under these circumstances would, therefore, seem to be not to aspire for uniformity in the standards in all respects but to recognise regional differences that are there and arrange for separate examinations for each centre. The Poona Training College is already having its own system of examinations. Since that College is run on an autonomous basis by the Bombay Provincial Co-operative Institute, it may not be desirable to make them give up their separate system and fall in line with the directions of the Central Committee. But even this separate examination as stated above is perhaps best done, so far as centres other than Poona are concerned, under the direct supervision and control of the Standing Sub-Committee. The Standing Sub-Committee may, therefore, discuss this issue and lay down in broad lines the procedure to be followed.

5. Another point on which the decision of the Standing Sub-Committee is requested relates to the issue of any diplomas or certificates to the trainees who pass out of our Regional Centres. It may be necessary to think more in terms of a Diploma than in terms of a certificate for the reason that trainees who pass out of the Co-operative Training College, Poona, get a diploma called the Higher Diploma in Co-operation and the trainees can add the letters H.D.C. after their names. And it is but natural that our trainees at the other centres also, whom we have no intention to treat differently from our trainees at Poona, should have a similar diploma awarded to them, for rightly or wrongly the impression is there that the H.D.C. of Poona is a recognised qualification and cannot be substituted by a mere certificate for training given, even if it is issued by the Central Committee for Co-operative Training. Orders of the Standing Sub-Committee on this question are also sought.

NOTE VII**CONSIDERATION OF A REQUEST RECEIVED FROM THE GOVERNMENT OF SAURASHTRA TO LOCATE THE TRAINING CENTRE IN SAURASHTRA**

The members may kindly see a copy of the letter from Shri R. Doraiswamy, Finance Secretary to the Government of Saurashtra (Appendix 16) wherein he refers to the opening of a "Fourth Co-operative Training College, somewhere in Western India" and requesting us to locate that centre in Saurashtra. In the same connection, Shri H. H. Trivedi, Additional Secretary, Rural Development Department, sometime back saw Shri V. Sivaraman, the then Member-Secretary at Bombay. During the talks that ensued, Shri Sivaraman made it clear to him that there was no proposal to open another centre for the Western Zone in addition to the existing centre at Poona and that the Central Committee had in view a proposal to start a centre somewhere in Central India. We may clarify the position to the Finance Secretary adding that in case our scheme for the training of Block Level Co-operative Officers under the National Extension Service Blocks Schemes is approved by the Government of India, we might examine the possibility of opening a centre for that purpose in that State.

NOTE VIII

REVIEW OF PROGRESS OF REORIENTATION COURSE FOR CO-OPERATIVE INSTRUCTORS OF VILLAGE EXTENSION TRAINING CENTRES

The above course commenced on the 7th December 1954 at the Co-operative Training College, Poona, and would last for a period of about six weeks. The total number of Instructors attending the course is 24.

2. In this connection, it may be added that according to the original scheme submitted by the Principal, Co-operative Training College, Poona, provision was made in the budget for three District Co-operative Officers to conduct three batches of the Instructors during their practical training. But subsequently, arrangements were made to take two Assistant Registrars and one non-official (Shri Chitale) to conduct the batches. We, therefore, inquired of the Principal the reasons for this change. In his reply, he has stated that this arrangement was discussed with Prof. D. G. Karve, and in compliance with his wishes, the original idea of taking the services of three District Co-operative Officers was dropped. This change in the arrangements is placed before the Sub-Committee for information and approval.

3. The Principal has been requested to furnish us with a statement of expenditure incurred on this account in due course, so as to enable us to draw the amount out of the Government of India's grant of Rs. 6,000.

NOTE IX**NATIONAL EXTENSION SERVICE BLOCKS—TRAINING
OF BLOCK LEVEL CO-OPERATIVE OFFICERS**

An *Ad hoc* scheme was prepared and approved by the Standing Sub-Committee at its last meeting held on 8th October 1954 for the training of Block Level Co-operative Officers and was forwarded to the Ministry of Food and Agriculture, Government of India, New Delhi, for approval and sanction. The Government's reply in this respect is awaited.

NOTE X**CONSIDERATION OF PILOT SCHEMES FOR THE TRAINING OF NON-OFFICIAL CO-OPERATIVE PERSONNEL, SUCH AS MEMBERS, DIRECTORS AND PANCHAYATDARS OF PRIMARY SOCIETIES**

This subject was discussed at the second meeting of the Central Committee for Co-operative Training held in July 1954, and it was thought that for the present, one or two pilot schemes might be worked out so that we might take advantage of the experience gained from such attempts and then prepare a final scheme of general co-operative education. In this connection, we have requested the Registrar of Co-operative Societies, Madras, to forward to us a scheme prepared by the Madras State Co-operative Union for our information and use. In the meanwhile, Prof. D. G. Karve wanted to discuss the subject with Shri R. G. Saraiya and then work out a few pilot schemes on an experimental basis.

NOTE XI

REVISION OF CURRICULA AND SYLLABUS FOR ALL TYPES OF TRAINING COURSES SPONSORED BY THE CENTRAL COMMITTEE FOR CO-OPERATIVE TRAINING

With a view to improving further the curricula prescribed for different courses of training conducted for the co-operative personnel under the guidance of the Central Committee, a circular letter has been addressed to all the (i) Registrars of Co-operative Societies, (ii) Principals of Co-operative Training Colleges, Institutes and Schools, (iii) Principals of Commerce Colleges (Bombay, Baroda and Poona), and (iv) the Director, the Bankers' Training College, Bombay, inviting suggestions in this respect. The idea is to arrange, after receiving their suggestions, a short session of a working party to integrate the curricula for different courses into a systematic scheme of co-ordinated courses. A copy of the circular is enclosed for the information of the Standing Sub-Committee (Appendix 17).

2. So far we have received only a few replies to our circular which are enclosed (Appendices 18 to 23). Reminders have been sent to others requesting them to expedite their replies. The Committee may kindly agree to postpone consideration of the matter to the next meeting.

NOTE XII

RECONSIDERATION OF THE QUESTION OF GRANT OF LEAVE AND PAYMENT OF MONTHLY STIPENDS TO THE TRAINEES DURING LEAVE

At its last meeting, the Standing Sub-Committee decided that in their opinion, while at the training centre, the candidates would necessarily have to be treated as 'trainees' and were not expected to avail themselves of ordinary or privilege leave, etc., to which they might be eligible under their service terms. So long as they were on training, their position in this respect would be more analogous to students in a college and they would be given such leave privileges as the Principal of the centre deemed necessary to give. In any case the Standing Sub-Committee felt that leave for a period exceeding seven days should not be allowed and if any trainee absented himself for more than a week, his stipend might proportionately be reduced except in cases where the trainee was suffering from illness and was staying at the headquarters itself in which case no deductions need be made. While the Poona College Committee have accepted this in principle, the Local Committee of the Madras Centre has taken the view that the leave (casual or privilege) sanctioned to each trainee will be subject to the candidate's eligibility for the leave under the rules in force with his employer and subject to ratification by his employer. The Service Rules and Fundamental Rules which govern public servants are statutory rules and the limits placed there cannot be exceeded. Yet it is not obligatory that the leave permissible under these rules should be granted. That may be taken as an upper limit and some restrictions on the maximum leave which an employee may take as a trainee may be fixed under the following heads:

- (1) Casual leave.
- (2) Leave on average pay or half average pay or on loss of pay.
- (3) Medical leave with or without pay.

It may also be stipulated that while stipends will be permissible under (1) above, they will not be permissible if they exceed a specified number of days under (2) and (3) above.

NOTE XIII

HOLIDAYS AT THE REGIONAL CO-OPERATIVE TRAINING CENTRES—GOVERNING CONSIDERATIONS

Recently, the Principal of the Pusa Centre informed the Member-Secretary that on a joint representation made by the trainees, he declared 27th December to the 31st December 1954 as holidays for the Centre, in addition to the gazetted holidays, thus enabling the trainees to avail themselves of the continuous holidays for 10 days, in anticipation of the approval of the Member-Secretary. The reasons given for this action are as under:

- (i) Many of the trainees desired to go outside Pusa to enjoy Christmas. But situated as they were at Pusa, it was rather expensive to go out unless the period of holidays were sufficient to compensate for the expenses involved;
- (ii) In Pusa, it is difficult for the trainees to enjoy piecemeal holidays as the amenities available there were very restricted. To go out of Pusa on holidays is also difficult, unless there are block holidays.

2. Further, the Principal himself left his headquarters for Calcutta on the 23rd December 1954 to see his mother who was seriously ill, leaving the charge of the Centre to one of the lecturers. He has now asked the Member-Secretary's ratification of the same.

3. It is for consideration whether the Principal acted within his authority in declaring the holidays other than those declared by the State Government and whether he could leave the headquarters without obtaining the prior approval of the Chairman of the Local Committee for that region. There are no precedents of this kind in the past. In the circumstances, it may be necessary to formulate certain rules of procedure fixing the powers of the Principal of each centre. In this particular case, we may take no objection for the action already taken by the Principal of the Pusa Centre, but we may inform him that prior approval of the Chairman of the Local Committee should be taken in such cases in future.

NOTE XIV

CONSIDERATION OF A LETTER FROM THE I.L.O. ASIAN FIELD OFFICE, BANGALORE

The members of the Standing Sub-Committee may kindly see a letter from the Director, I.L.O., Asian Field Office, Bangalore, addressed to Prof. D. G. Karve, on the discussions that took place between them concerning co-operative training in India and the possibilities of a Regional Co-operative Training Institute being established by the I.L.O., for Asia during 1956 (Appendix 24). The Director has further stated that the I.L.O. has a very active interest in the development and strengthening of the co-operative movement as a means of raising the living standards of the masses and that they will be pleased to consider any proposals from the Government of India for assistance in the form of experts, fellowships for study abroad and equipment which would aid in carrying out the objectives of the Five-Year Plan in the field of Co-operation. He has requested Prof. Karve to advise him of the decision of the Committee with respect to the need for the I.L.O. assistance during either 1955 or 1956.

2. In this connection, it may be recalled that a similar reference from Mr. A. H. Ballendux, Director, Asian Co-operative Field Mission, Lahore, for holding a summer class in connection with the training programme received through the Government of India was placed before the first meeting of the Central Committee for Co-operative Training held in December 1953 and it was then decided that a summer class would not, at that stage, serve a useful purpose. The Standing Sub-Committee was, however, authorised to make use of a suitable expert, if one was available with the knowledge of Indian and Asian conditions, who might, for example, give extensive lectures at the All-India Centre at Poona and in the Regional Co-operative Training Centres.

3. Subsequently Mr. R. J. Walker, Deputy Director of the above I.L.O. Office, personally called on the Agricultural Credit Department and held discussions here. He was informed that though the training of higher and intermediate level co-operative officers had been taken up by the opening of the courses at Poona and in Regional Co-operative Training Centres in the various zones in the country, the training of non-official personnel was to be considered by the Standing Sub-Committee which would examine the need for external assistance and use of experts, if it was found necessary.

4. It is submitted for consideration that we might request the I.L.O. to provide the following types of assistance:

- (a) Experts available with them may visit our educational institutions at Poona, Madras, Pusa, etc., and deliver

Extension Lectures on select subjects. If a list of experts is furnished to us with their qualifications, the subjects they can handle and the periods when they can do so, we can select two or three experts and give a programme for them.

- (d) The I.L.O. may make one fellowship available for study abroad for each of our educational institutions and indicate the subjects and the countries where they will be available. The Standing Sub-Committee will select the candidate from each institution and the subject and the country of his study.

PROCEEDINGS OF THE FIFTH MEETING OF THE
STANDING SUB-COMMITTEE OF THE CENTRAL COM-
MITTEE FOR CO-OPERATIVE TRAINING HELD ON THE
13TH JANUARY 1955 AT THE RESERVE BANK OF INDIA,
BOMBAY

The fifth meeting of the Standing Sub-Committee of the Central Committee for Co-operative Training was held under the chairmanship of Prof. D. G. Karve on the 13th January 1955, at the Reserve Bank of India, Bombay. The following members were present.

1. Prof. D. G. Karve (*Chairman*).
2. Shri. M. R. Bhide, I.C.S.
3. Shri B. Venkatappiah, I.C.S.
4. Shri J. C. Ryan, I.A.S. (*Member-Secretary*).

ITEM 1: REVIEW OF PROGRESS MADE BY THE REGIONAL CO-
OPERATIVE TRAINING CENTRES

Poona Centre

1. *Expenditure for the Intermediate Training Course:* The Standing Sub-Committee took note of the resolution passed at a recent meeting of the Committee of the Co-operative Training College, Poona, to the effect that so far as the Intermediate Course is concerned, Rs. 36,000 be regarded as the basic annual expenditure to be borne by the Bombay Provincial Co-operative Institute, the balance of the net total expenditure incurred on the scheme for each year being contributed by the Reserve Bank.

2. The Committee noted with gratification that the Committee of the Co-operative Training College, Poona, had acceded to the Standing Sub-Committee's request to permit such of the trainees under the Intermediate Course as did not possess the minimum academic qualifications to appear for the tests conducted at the College. The Committee also noted the resolution of the College Committee that these candidates would be permitted to appear for all the examinations held by the College but would not be regarded as eligible for the "Higher Diploma in Co-operation" awarded by the College Committee.

3. *Certificates:* The draft of the certificate proposed to be awarded to the trainees of the short-term course as suggested in the agenda note was approved. It was further decided that in addition to this certificate the Principal might send his confidential remarks to the employers of the trainees conveying his appreciation of any particular aspect of the candidate's abilities. In case, however, the Principal wanted to record certain adverse remarks in the confidential report of a trainee regarding his conduct, etc., this might first

be communicated to the Member-Secretary, before being passed on to his employer.

4. With regard to the request made by the Bijapur Central Co-operative Bank that its candidate, Shri M. M. Mirza, who was attending the Higher Diploma Course class at the Poona College, might be considered as a trainee under the Reserve Bank of India Scheme, the Committee decided that, if the candidate fulfilled all conditions with regard to status and academic qualifications, he might be regarded as a trainee under our scheme and be allowed to avail of all the benefits granted by us to such trainees, with retrospective effect, i.e., from the date of his joining the class.

Southern Zone—Madras Centre

5. The revised budget of this centre as approved by the Local Committee at its meeting held on 2nd November 1954 was approved by the Standing Sub-Committee. The Committee agreed with the Member-Secretary's suggestion that in future we should insist on their regular submission of a statement of receipts and expenditure every month so that we might have a full account of the amount disbursed by a Regional Training Centre out of one remittance before a subsequent remittance is made.

Eastern Zone—Pusa Centre

6. The Committee decided to defer consideration of the matters brought out in Shri Sivaraman's note till the receipt of suitable recommendations through the Local Committee.

Northern Zone

7. As the Registrar of Co-operative Societies, Uttar Pradesh, seemed to have satisfied himself about the suitability of the proposed building at Meerut, the Committee decided to visit the place sometime in February.

Central Zone

8. The Member-Secretary was requested to write a further letter on the subject to the Development Commissioner, Madhya Bharat.

Books

9. The Member-Secretary was authorised to supply more books to the Regional Centres as per additional list approved by the Chairman.

Expenditure for training courses

10. The Chairman observed that when the scheme was initially formulated it was not possible to make an exact estimate

of the expenditure that would have to be incurred. With the organisation of Madras and Pusa Centres we are now getting some idea of the financial implications of the scheme. The Committee, therefore, authorised the Member-Secretary to approach the Committee of the Central Board of Directors of the Reserve Bank of India and obtain the necessary sanction for the additional expenditure as indicated in the note on the agenda.

ITEM II: REVIEW OF THE PROGRESS OF THE SENIOR OFFICERS' TRAINING COURSE AT THE CO-OPERATIVE TRAINING COLLEGE, POONA

The Committee noted with satisfaction the position with regard to the admissions to the sixth Short-term Course.

ITEM III: ARRANGEMENTS FOR THE TRAINING OF SUBORDINATE PERSONNEL OF CO-OPERATIVE DEPARTMENTS AND CO-OPERATIVE INSTITUTIONS IN THE VARIOUS STATES—REVIEW OF SCHEMES

The Member-Secretary explained that as the State Governments' approval had not been received in respect of 12 States out of the 15 States that had sent their proposals and as some details had to be finalised in regard to all the schemes received, no proposals for sanction by the Committee could be put up to them at this stage. With reference to the Note III on the subject, the Committee observed as follows:

(a) While it was desirable to have the training schools run on an economic basis with the full strength as indicated by the Standing Sub-Committee and with that end in view to explore the possibilities of grouping some of the States together, the Committee held that it would not be necessary to be very rigid about the number of candidates to be trained at 160 per school, if that was going to delay the starting of schools in the different States. The Committee expressed its anxiety to see that the schools were started as early as possible so that the States could avail of the grant out of the financial allotment made by the Government of India for the financial year ending March 1955, before the year came to a close.

(b) Where difference in the local languages might make the grouping of States difficult, separate schools on an *ad hoc* basis might be justified even if the number was smaller than that contemplated in the scheme approved by the Central Committee.

It was agreed that the grouping of States suggested in the note was only illustrative and might have to be reconsidered in the light of further particulars.

(c) Instruction should normally be in the regional language.

(d) Where continuity of minimum strength year after year could not be ensured, *ad hoc* training classes should be organised.

(e) The State of Jammu and Kashmir should be treated on a par with the other States of the Indian Union for purposes of provision of training facilities.

(f) While the library grant per year could not be raised beyond Rs. 1,000 per school, its administration in the initial period might be on a continuing basis beyond a single year.

(g) Regarding the request made by some States for a share in the expenditure proposed to be incurred by them in erecting new buildings for training purposes, the Committee regretted its inability to accept the same as there was no provision in the scheme for giving grants for such purposes.

(h) Two separate classes for Departmental and non-Departmental candidates, as proposed by Orissa, were not to be objected to, provided, firstly, that the syllabus was identical for the two except for the greater emphasis on Departmental set-up and organisation in the curricula intended for the Departmental candidates and secondly that the period of training was uniform, say six or nine months, for both the classes.

(i) No subsidies could be made by the Central Committee to co-operative institutions in respect of the employees deputed by them for training. The State Governments might, however, give such help where they found it desirable and feasible.

ITEM IV: CONSIDERATION OF PAYMENT OF STIPENDS AT ENHANCED RATES TO THE TRAINEES OF THE SENIOR OFFICERS TRAINING COURSE AND THE INTERMEDIATE TRAINING COURSE AT OUR TRAINING CENTRES

The revised rates of monthly stipends during the period of practical training and other concessions for the trainees of the Senior Officers' Training Course and the Intermediate Training Courses, as suggested in the agenda note, were approved. The revised rates were to take effect in the case of the trainees of the current and future Intermediate Training Classes at Poona, Madras and Pusa Centres and the trainees of Senior Officers' Training Classes to be held in Poona from the sixth course onwards.

ITEM V: CONSIDERATION OF THE ACTION TAKEN BY CERTAIN EMPLOYERS IN DEDUCTING THE STIPENDS PAID TO THE TRAINEES FROM THEIR SALARIES AND ALLOWANCES DURING THEIR TRAINING PERIOD

The Sub-Committee decided that we should generally insist that those who were already in service should be paid their substantive salary and usual allowances. Candidates freshly appointed and sent for preliminary training might be treated as eligible for stipends only.

ITEM VI: UNIFORM STANDARD FOR HOLDING FINAL EXAMINATIONS FOR THE TRAINEES OF THE INTERMEDIATE TRAINING COURSE AT THE VARIOUS REGIONAL CO-OPERATIVE TRAINING CENTRES AND AWARDING CERTIFICATES TO THE SUCCESSFUL CANDIDATES

1. It was agreed that the system of appointing examiners, setting papers, valuing them, etc., to be followed by the Regional Centres should generally be on the pattern obtaining in the respective regional universities. Recommendations regarding the appointment of examiners, both internal and external, might emanate from the Local Committee and would be approved by the Standing Sub-Committee. The Chairman desired that the Member-Secretary might in the meanwhile obtain information from the Principal of Poona College regarding the fees paid by them for valuation of answer books.

2. As regards the award of a diploma to the trainees of the Intermediate Training Course, it was held that till such time as uniformity in respect of teaching standards, syllabi, examinations, period of training, etc., at the various centres conducted under the supervision of the Central Committee could be achieved, it would not be advisable to institute any all-India Diploma as such. For the time being, the Local Committees might issue a diploma known as "Higher Diploma in Co-operation" on the lines of the diploma awarded by the Poona College. The Member-Secretary could obtain from the Poona Principal a copy of the form of the diploma used by them. The Regional Centres might award diplomas in this form till examinations could be held in common under the auspices of the Committee on an all-India basis.

ITEM VII: REQUEST RECEIVED FROM THE GOVERNMENT OF SAURASHTRA TO LOCATE A TRAINING CENTRE IN SAURASHTRA

The Sub-Committee desired the Member-Secretary to clarify the position to the Saurashtra Government. When the organisation of training centres under the National Extension Service Scheme was taken on hand, the case put forward by Saurashtra Government would be duly considered.

ITEM VIII: REVIEW OF PROGRESS OF THE REORIENTATION COURSE FOR CO-OPERATIVE INSTRUCTORS OF NATIONAL EXTENSION TRAINING CENTRES

The Note was recorded.

ITEM IX: NATIONAL EXTENSION SERVICE BLOCKS—TRAINING OF BLOCK LEVEL CO-OPERATIVE OFFICERS

1. Shri Bhide stated that the scheme approved in this regard at the last meeting of the Standing Sub-Committee was still under the consideration of the Government of India.

2. Incidentally, the need for training the Block Development Officers in the subject of "Co-operation" was stressed at the meeting and it was felt that the best arrangement would be to include "Co-operation" as a subject in their general training programme. The Chairman undertook to take up the matter with the Community Projects Administration.

ITEM X: PILOT SCHEMES FOR THE TRAINING OF NON-OFFICIAL CO-OPERATIVE PERSONNEL, SUCH AS MEMBERS, DIRECTORS AND PANCHAYATDARS OF PRIMARY SOCIETIES

The Chairman informed the meeting that he had discussed the subject with Shri R. G. Saraiya and that they had agreed on the following points for general guidance, in formulating a scheme for the training of the members and panchayatdars of primary societies.

Firstly, there could be no two opinions as regards the urgency and need to educate the common man in the principles of Co-operation, especially in view of the fact that the successful implementation of the far-reaching recommendations made in the Rural Credit Survey Report would in a large measure be dependent on the proper education of the ordinary members. In any scheme for the training of members, etc., the State Governments should be directly brought in and they should actively help in its implementation.

Secondly, efforts should be made to utilise the agency of the existing co-operative institutes, wherever they existed, for the working of schemes for the training of the members of co-operative societies. In States where there were no institutes an *ad hoc* body in the nature of a Local Training Committee should be formed. This Committee should form the nucleus for a co-operative institute in the State which should be established at an early date.

Thirdly, the Central Committee might help the States by arranging programmes for the training of instructors in regard to this scheme. The All-India Co-operative Union and the Local Unions should produce suitable literature in regional languages. Where necessary the All-India Union would make personnel available to local units.

The Central Committee should for the present assist in the organisation of regular training programmes including visits of observation leaving such features as camps, etc., to local initiative and support.

ITEM XI : REVISION OF CURRICULA AND SYLLABUS FOR ALL TYPES OF TRAINING COURSES SPONSORED BY THE CENTRAL COMMITTEE FOR CO-OPERATIVE TRAINING

It was decided that this matter should be considered after the proposed meeting of the Principals and others interested was held and a final draft scheme was available.

ITEM XII: RECONSIDERATION OF THE QUESTION OF GRANT OF LEAVE AND PAYMENT OF MONTHLY STIPENDS TO THE TRAINEES DURING LEAVE

The point raised by the Regional Co-operative Training Centre, Madras, was considered and it was agreed that leave in excess of what a candidate had earned under his employer should not be granted.

ITEM XIII: HOLIDAYS AT THE REGIONAL CO-OPERATIVE TRAINING CENTRES

The Sub-Committee decided that each Regional Training Centre should observe all those holidays which were observed by the respective State Governments. Permission might, however, be given by the Local Committee as a special case to particular training centres substituting some working days as holidays prefixing or suffixing them to any important declared holidays, so that the trainees might utilise the holidays better with due regard to the routine of the training centre. This permission should however be given on the specific understanding that the total number of declared holidays in the State concerned was not exceeded thereby and further the holidays substituted as above were only minor ones. In other words, it should be ensured that such an arrangement did not result in the centre being obliged to work on any important public holiday.

ITEM XIV: CONSIDERATION OF A LETTER FROM THE I.L.O., ASIAN FIELD OFFICE, BANGALORE

The Sub-Committee desired the Member-Secretary to address the Director, I.L.O. Asian Field Office, and find out as to what type of experts were available with them and what facilities they could offer for training abroad.

SUMMARY RECORD OF DISCUSSIONS OF AN URGENT SIXTH MEETING OF THE STANDING SUB-COMMITTEE OF THE CENTRAL COMMITTEE FOR CO-OPERATIVE TRAINING HELD IN PROFESSOR KARVE'S ROOM IN RASHTRAPATI BHAVAN, NEW DELHI, ON 3RD MARCH 1955

The following were present :

1. Prof. D. G. Karve (*Chairman*)
2. Shri M. R. Bhide, I.C.S., Joint Secretary, Ministry of Food and Agriculture.
3. Shri B. Venkatappiah, I.C.S.
4. Shri M. P. Bhargava, Director of Co-operation, Ministry of Food and Agriculture.

Shri Bhide informed the Committee that the scheme for training Block Level Co-operative Officers had been approved by the Ministry of Finance and suggested that further action to implement the scheme should be initiated. The urgent meeting was convened for this purpose.

2. After discussion the following conclusions were reached:—

(i) Efforts should be made to start the eight Regional Training Centres by July 1955 at the latest.

(ii) The Ministry of Food and Agriculture should communicate the decision to the Community Project Administration and request them to address the States so that selection of about 800 candidates may be finalised by 1st of June 1955. The letter to C.P.A. should include information regarding duration of course, facilities available such as stipends, etc.; minimum qualifications required should also be indicated. The C.P.A. should be advised to inform the State Governments that staff to be trained at these centres should be recruited without delay, and that it should be confirmed in its posts only after satisfactory completion of the training course.

(iii) As desired by the Finance Ministry, the Community Project Administration and the Extension Commissioner should ascertain from the State Governments whether they would be willing to contribute a part of the recurring cost particularly relating to stipends on the usual pattern.

(iv) While the C.P.A. were proceeding to take steps as in (i) above, the Central Committee for Co-operative Training should expeditiously initiate action for selection of staff, selecting the sites and for prescribing the curricula and making other necessary arrangements.

(v) Besides addressing the States in this matter the Ministry of Food and Agriculture and the Reserve Bank should depute some of its senior officers to States for personal discussion. The Principal for the training centre should be of the status of a Deputy Registrar whose services should be obtained on deputation, preferably from States where the training centre was located if an officer with suitable experience was available. One lecturer should be selected from the Assistant Registrar's cadre and the remaining two should be drawn from the academic field.

SEVENTH MEETING OF THE STANDING SUB-COMMITTEE OF THE CENTRAL COMMITTEE FOR CO-OPERATIVE TRAINING

(22nd April 1955 at the Reserve Bank of India Building, Bombay)

AGENDA

- I. Review of progress made in the various Co-operative Training Centres:
 1. Senior Officers' Training Course.
 2. Regional Co-operative Training Centres for Intermediate Personnel.
- II. Training of subordinate personnel of the Co-operative Departments and co-operative institutions in the various States—Grant of financial assistance.
- III. Progress report about the training of Block Level Co-operative Officers.
- IV. Miscellaneous—Refresher Course for the training of the Co-operative Instructors at the N.E.T. Centres.
- V. Consideration of uniform scales of allowances admissible to the Principals and teaching staff at the Regional Co-operative Training Centres.
- VI. Approval of the proceedings of the Local Committee Meetings of the Regional Co-operative Training Centres.
- VII. Consideration of the proposals of the Government of Madras in regard to the financial assistance for the training of subordinate personnel.
- VIII. Consideration of the question of recall of candidates admitted for training in the training centres during the course of their training.
- IX. Approval of the modified form of certificate to be given to the trainees of the Senior Officers' Training Course.
- X. Consideration of the payment of railway fares to the teaching staff and the trainees at the various training centres on account of the revised classification of the railway compartments.
- XI. Consideration of the action taken by certain employers in deducting the stipends paid to the trainees from their salaries and allowances during their training period.

- XII. Consideration of the Resolution No. III passed by the Second Indian Co-operative Congress held at Patna from the 18th to 20th March 1955.
- XIII. Any other matter raised with the permission of the Chairman.
- XIV. Date of next meeting.

NOTE I

REVIEW OF PROGRESS MADE AT THE VARIOUS CO-OPERATIVE TRAINING CENTRES

1. *Senior Officers' Training Course*

The sixth session of the Senior Officers' Training Course commenced from 15th January 1955, with 32 candidates from various States. The trainees went on a month's study tour to Madras State in March 1955 for practical training. This course is progressing satisfactorily.

2. *Regional Co-operative Training Centres for intermediate personnel*

(i) *Western Zone—Poona Centre*

* * * *

Admission of candidates for the next session of the long-term course

The current session of the long-term course at the Co-operative Training College, Poona, will be over on the 30th June 1955. Hence, steps will have to be taken to invite applications from States for admission in the next long-term course. Last year, as there were only two centres (Poona and Madras) for the whole of India, we addressed a circular letter to all the States in India inviting applications from them for admission to both the centres, and distributed the eligible candidates between these two centres. A third centre has now been functioning since November 1954 at Pusa in the Eastern Zone and a fourth centre is likely to be started at Meerut (Northern Zone) from July 1955.

The point to be considered is whether we may ask the Principal, Co-operative Training College, Poona, to issue a circular letter to the Registrars of Co-operative Societies of the States in the Western and Central Zones inviting applications from them for admission to the next long-term course at Poona or whether the circular should emanate from the Secretariat of the Central Committee as usual. In the case of Madras Centre, the Local Committee itself has proposed that it will make the necessary arrangements to invite applications and to admit eligible candidates from this year. It is suggested, therefore, that the College Committee, Poona, may also be advised to take similar steps in connection with the admission of candidates to the next long-term course.

(ii) *Southern Zone—Madras Centre*

* * * *

Admissions to the next session at the Madras Centre

The first session of the Intermediate Training Course at the Madras Centre will come to an end on the 4th June 1955. The Principal, Regional Co-operative Training Centre, Madras, has forwarded to us a copy of the draft circular letter which the Local Committee proposes to issue to the Registrars of Co-operative Societies of the States situated in the Southern Zone inviting applications from candidates for training in the second session of the Intermediate Training Course at the Madras Centre. He has requested us to inform him whether the circular should be issued to the Registrars of Co-operative Societies of the Southern States only or whether it should be issued to all the other States. In view of the fact that two more regional centres for the Western and Eastern Zones are already functioning and that a third centre is being organised at Meerut from July 1955, we may hereafter restrict admissions to the Centre to candidates from States falling in the respective zones. Candidates from States in the Central Zone, however, may have to be admitted to any one of these centres. Hence, it is proposed that the Madras Centre may issue the circular letter to all States in the Southern and Central Zones. However, if two or three States want to depute candidates to learn Land Mortgage Banking work in Madras, we can add these candidates to the sanctioned strength as two or three extra hands will not upset the arrangements of the classes in any way. But no reference need be made by us to the States.

As regards admissions, the Local Committee has suggested that they would be in charge of admissions. The admissions to the first course were made by us. The Standing Sub-Committee may agree to the proposal made by the Local Committee.

Special Subjects

The Principal of the Madras Centre has raised the following issues which were discussed and considered by the members of the Local Committee.

The special subjects offered hitherto for the Intermediate Training course were:

- (a) Co-operative Banking
- (b) Land Mortgage Banking
- (c) Departmental Set-up

For the next session, it is suggested that "Co-operative Banking" may be replaced by "Co-operative Audit" as a special

subject for study in view of the fact that Banking is being already taught under the compulsory subject where there is a chapter on Co-operative Banking. But "Co-operative Audit" is not offered as a subject of study. Further, it is stated that a knowledge of this subject is very necessary for the trainees recruited from the Co-operative Departments as well as those from co-operative institutions. In this connection, it may be added that if co-operative audit is to be included as a special subject in addition to the existing three subjects referred to above, it will be necessary to appoint another part-time lecturer to teach the subject which will involve extra expenditure. Hence, we may agree to the proposal made by the Local Committee that Co-operative Banking be replaced by Co-operative Audit as a special subject as after all co-operative banking should be dealt with in every scheme on co-operative credit.

All the members of the Local Committee are in general agreement with the proposals. However, the Registrar of Co-operative Societies, Andhra, has offered the following comments.

He is of the opinion that the special subject on "Departmental Set-up" may not be very necessary in view of the fact that the trainees who may select for specialisation are those who are already in the respective departments and may be expected to know the departmental set-up under the Co-operative Societies Acts and Rules. He has, however, no objection to retain it, if necessary.

He has further suggested that the pattern of training in land mortgage banking should entirely be changed if it is to be fruitful and serve the purpose of the trainees. He is of the view that there is hardly any need to give them theoretical training for 6½ months on this subject as at present. He, therefore, feels that the entire period of 4½ months now set aside for practical training should be fully utilised for intensive practical training in the working of the land mortgage banks alone. In particular, they should be given training in respect of identification of fields, valuation of lands, collection of statistics in Sub-Registrar's Office, etc., on the lines of the scheme of training imparted in the composite Madras State. Unless this is done, he is not in favour of continuing land mortgage banking as a special subject.

Staff

The Registrar thinks that the practice of engaging part-time lecturers is not desirable. At present, the part-time lecturer for book-keeping and accountancy is assisted by a tutor for the purposes of valuation of exercises, etc. With the cost involved in respect of both, he feels that it is desirable to appoint a full-time

lecturer from among the officers of the Co-operative Department who will be available for consultation, help and guidance even outside the classroom.

The Madras Centre has at present two part-time lecturers, one for book-keeping (with a tutor attached) and one for land mortgage banking. The cost of these staff will come to about Rs. 2,200 per session. According to the Madras Principal, if a Co-operative Sub-Registrar is employed as a full-time lecturer for the two subjects, the approximate cost will be about Rs. 3,600 per annum. In this connection it is for consideration whether it is not desirable to have lectures in these technical subjects delivered by qualified men. Perhaps men with high accounting qualifications may not be easily available from the Co-operative Departments. The orders of the Standing Sub-Committee are solicited on the subject.

(iii) *Eastern Zone—Pusa Centre*

* * * *

(iv) *Central Zone*

The Member-Secretary addressed the Development Department, Government of Madhya Bharat, regarding the starting of a training centre for the Central Zone, as desired by the Committee at their last meeting. We have received a reply saying that the matter is under consideration of the Government. In the meanwhile, it is felt that a visit to Madhya Bharat and Rajasthan might be arranged by the Chairman of the Standing Sub-Committee. The Chairman may kindly suggest a suitable date in this connection.

(v) *Northern Zone—Meerut Centre*

The Chairman of the Standing Sub-Committee, Shri M. R. Bhide, the Registrar of Co-operative Societies, Uttar Pradesh, and the Member-Secretary visited Meerut on 2nd April 1955, and inspected the buildings that were under construction which had been recommended by the Registrar as suitable for locating the training centre for the Northern Zone. The buildings are only half-way up. They also inspected the building first selected for the training centre. That is capable of accommodating the classes and some of the staff; but there is no hostel accommodation. The hostel will have to be constructed afresh about a furlong away on a land belonging to the same landlord. The buildings last recommended by the Registrar might be taken up after by the 30th June 1955 when the Civil Supply Department will shift into a small building but the lack of hostel accommodation is a drawback. Although the landlord is willing to construct

hostels, he requires money to do so and will not be able to complete the construction speedily. The building can be had at Rs. 750 p.m. When the hostel is constructed, it may be had at Rs. 350 or more p.m. Hence, it was considered that the buildings last recommended by the Registrar might be taken up after they were remodelled and completed. The landlord is a wealthy man and a contractor. He can, therefore, do this work quickly. He was told of our requirements. The Collector of Meerut helped in negotiating the deal and the contractor agreed to remodel and complete the construction and deliver the buildings to us by 1st July 1955 for a monthly rent of Rs. 1,000.

Shri Mathur, Deputy Registrar, Meerut, has promised to send a copy of the revised plan together with a written undertaking of the owner to complete the buildings by the 1st July 1955 and give it to us on rent of Rs. 1,000 p.m. We are awaiting a letter from Shri Mathur to this effect.

On receipt of reply and agreement, steps will be taken for:

- (i) the constitution of a Local Committee;
- (ii) the selection of teachers by that Committee; and
- (iii) the selection of candidates by us

Full instructions on these points will be given to the Registrar, Co-operative Societies, Uttar Pradesh.

(vi) *Books*

The books approved by the Standing Sub-Committee at their meetings held in October 1954 and January 1955 have been supplied to the libraries of the Regional Centres.

NOTE II**TRAINING OF SUBORDINATE PERSONNEL OF THE CO-OPERATIVE DEPARTMENTS AND CO-OPERATIVE INSTITUTIONS IN THE VARIOUS STATES—GRANT OF FINANCIAL ASSISTANCE**

Particulars regarding the above, classified under various groups, according to the stages in which the cases stand, are given below for the information of the Standing Sub-Committee and instructions, if any.

Group 1 : States where the schemes have received the State Governments' approval but where revised proposals and approval of the State Governments have been called for in the light of our observations:

MADHYA PRADESH

Group 2 : States where the schemes have not received the State Governments' approval but where revised proposals and approval of the Governments for the same have been called for:

UTTAR PRADESH

WEST BENGAL

HIMACHAL PRADESH (We have asked them to join hands with U.P.)

BOMBAY (They would require financial assistance from 1956-57 onwards).

Group 3 : States where the schemes have received our general approval but where further action cannot be taken for want of State Governments' approval:

JAMMU AND KASHMIR

HYDERABAD

COORG

MANIPUR

ASSAM

Group 4 : States where revised proposals in the light of our observations were called for and have since been received but have to be approved by the State Governments:

ASSAM

Group 5: States where revised proposals were called for and have since been received with the approval of the Governments:

ORISSA (Final reply under consideration).

TRAVANCORE-COCHIN (Registrar is to inform us of the starting of the school).

PEPSU (Final reply sent to the State Government asking them to go ahead with the scheme).

PUNJAB (Registrar has replied stating that PEPSU will not be able to join and that the original scheme submitted by him may be approved. Case is under consideration).

RAJASTHAN (We have asked the State Government to go ahead with their scheme).

Group 6: States which have been advised to join with some other States:

AJMER

KUTCH

SAURASHTRA

DELHI

TRIPURA

Group 7: States which are yet to submit proposals:

VINDHYA PRADESH

BIHAR

MADHYA BHARAT

MYSORE

BHOPAL

It will be seen from the above groups that in respect of States falling in Group No. 5, action is more or less complete and, most probably, the schools will be started there shortly.

In regard to States in Group No. 3, the schemes are more or less in order, but our final approval can be given only when the State Governments approve the schemes. We may send D.O. letters to the Governments concerned to expedite the approval so that schools can be started as early as possible.

In the case of States in Groups 1 and 2, revised proposals and Governments' approval for the same have to be received. We may send D.O. letters to the Governments concerned.

In the case of States in Group No. 6, no further action is necessary except that we may ask them to put up claims for assistance in respect of candidates deputed by them for training in other States.

As regards States in Group No. 7, we may send D.O. letters and call for proposals.

NOTE III**PROGRESS REPORT ABOUT THE TRAINING OF BLOCK LEVEL CO-OPERATIVE OFFICERS**

In pursuance of the decisions of the Standing Sub-Committee at its last meeting held at Delhi on 3rd March 1955, the Secretariat of the Central Committee for Co-operative Training issued a circular letter on the 14th March 1955, addressed to the Secretaries to the Development Departments of various States, inviting their suggestions for selection of centres, staff, availability of accommodation, etc.

2. In this connection, it may be mentioned that a letter was received some time back from the Secretary to the Finance Department, Government of Saurashtra, offering facilities for setting up a co-operative training centre there. The State Government were assured that when the scheme for training Block Level Co-operative Officers was taken up, their request would be considered. This will have to be borne in mind in organising a centre for States falling in Group 7 under the scheme approved by the Government of India.

3. Since issuing our circular letter, a reply has been received from the Chief Secretary to the Government of Kutch informing us that no facilities are available there for starting a centre as even the Co-operative Department there was only recently set up.

4. We have also received a letter from Shri M. P. Bhargava, Chief (Agriculture) of the Planning Commission saying that the Community Project Administration is interested in Nilokheri being considered for the location of the centre intended to serve the States of Punjab, Pepsu, and other adjacent areas. He has asked us to consult the Community Project Administration about it. This has been done.

As soon as replies from the important States are received, arrangements will be made to depute a senior officer of the Agricultural Credit Department to undertake a tour of the States, have discussions with the authorities regarding the facilities required for starting the centres and the facilities available and make his recommendations to the Standing Sub-Committee regarding further action to be taken.

NOTE IV**MISCELLANEOUS—REFRESHER COURSE FOR THE TRAINING OF THE CO-OPERATIVE INSTRUCTORS AT THE NATIONAL EXTENSION TRAINING CENTRES**

The Refresher Course for the training of the Co-operative Instructors at the National Extension Training Centres held from the 6th December 1954 at the Co-operative Training College, Poona, came to a close on the 20th January 1955. The number of Instructors trained was 24 and the actual amount of expenditure incurred in that connection amounted to Rs. 2,701-8 as against an *ad hoc* provision of Rs. 6,000 made by the Government of India.

NOTE V

ALLOWANCES ADMISSIBLE TO THE PRINCIPAL AND TEACHING STAFF AT THE REGIONAL CO-OPERATIVE TRAINING CENTRES—PROPOSAL FOR UNIFORM SCALES

The Standing Sub-Committee is aware that the Central Committee for Co-operative Training did not prescribe the scales of pay or allowances to be granted to the Principals and teaching staff at the Regional Co-operative Training Centres; but only indicated in its first meeting held in December 1953 that "it will be necessary to make salaries attractive enough to secure really good people." In the light of this observation, the Local Committee for the Madras Centre, resolved in its first meeting held on 11th March 1954 that the salary scales of the Principal and the lecturers at the Madras Centre should be Rs. 500-50-1,000 and Rs. 200-10-300 respectively and that they should be granted *allowances at scales admissible to Madras Government servants holding analogous posts*. This resolution was considered by the Standing Sub-Committee at the first meeting held on 5th April 1954, and it "agreed that the grade fixed by the Madras Committee was in substance all right." The Committee further felt that "while this may serve as the model in the case of other centres, local conditions may have to be taken into account in deciding the pay scales."

2. The scales of pay sanctioned to the Principals and lecturers of the Regional Co-operative Training Centre, Madras, were adopted by the Local Committee for the Eastern Zone for the Principal and lecturers of the Regional Co-operative Training Centre at Pusa. There is, however, some disparity in the scales of allowances admissible to the staff of these centres. The teaching staff at the Madras Centre have been granted allowances at the scales admissible to officers of the Madras Government holding analogous posts while the staff at the Pusa Centre are drawing allowances according to the Bihar Government Service Rules. Apart from the disparity of scales of allowances, doubts have already been raised in regard to the status of the Principal, teaching staff, etc. While the services of Shri Govindan Nair, Principal, Madras Centre, have been loaned by the Madras Government to the Local Committee for the Southern Zone, the services of Shri Sen Gupta, Principal, Pusa Centre, are loaned by the West Bengal Government to the Reserve Bank of India on deputation terms. According to the terms of deputation, Shri Sen Gupta is entitled to draw cost of living allowance at scales admissible under the Bihar Government Service Rules; but, for certain other allowances like T.A., halting allowances, etc., the order states that he will be governed by West Bengal Service Rules (we have since

called for a copy of the Rules). Again, the two lecturers appointed at the Centre recently represented that they should be treated as persons serving the Reserve Bank of India and allowed all benefits accruing thereunder.

3. A proposal has been received from the Chairman of the Madras Local Committee to the effect that the Principal at Madras should be granted scales of allowances as admissible to the officers under the Reserve Bank of India holding analogous posts instead of the scales of allowances obtaining under the Madras Government. It would be difficult to consider this in isolation since any change in the scale of pay or allowances of the Principal or the teaching staff at one centre will necessarily lead to a demand for corresponding changes in the scales of pay and allowances, etc., of the teaching staff at the other centres. The point for consideration is whether we should lay down uniform scale of allowances for the Principal and teaching staff of all the Intermediate Training Centres which we have organised and which we are going to organise in future, or whether we might let the present practice continue.

4. If uniform scales of allowances are favoured the points that arise for consideration are whether the persons appointed at the training centres are all to be governed by the rules of

- (1) their parent State Governments,
- (2) the States in which the Centres are located, or
- (3) the Reserve Bank of India who have sponsored the training centres.

NOTE VI

APPROVAL OF THE PROCEEDINGS OF THE LOCAL COMMITTEE MEETINGS OF THE REGIONAL CO-OPERATIVE TRAINING CENTRES

1. *Proceedings of the meeting of the Co-operative Training College Committee, Poona, held at Bombay on 28th February 1955.*

The following resolutions are brought to the notice of the Committee:

Resolution No. 8

We had approached the Chairman, Bombay Provincial Co-operative Institute, requesting him to approve the admission of two non-graduate candidates deputed from Coorg for training in the sixth session of the Senior Officers' Training Course. The College Committee have approved this.

Resolution No. 11

The College Committee have approved the appointment of Shri Nadkarni as a Professor in Industrial Co-operation (including Village Industries) for the Senior Officers' Training Course on a monthly salary of Rs. 300 in the grade of Rs. 300-20-500. It may be mentioned in this connection that last year, the subject was dropped from the syllabus as there was no professor to teach it.

Resolution No. 12

We wrote to the Chairman, Bombay Provincial Co-operative Institute, requesting him that the papers submitted by the non-graduate candidates deputed from Himachal Pradesh and Hyderabad for training in the long-term course (who were allowed to appear for the examinations) might be assessed and marks given as was done in the case of qualified candidates although they were not given diplomas. The College Committee have agreed to this. This may be communicated to the respective State Governments.

Resolution No. 13

As per the instructions of the Standing Sub-Committee at its meeting held in January 1955, the form of certificate duly approved was forwarded to the Principal, Co-operative Training College, Poona, for adoption. The College Committee have now suggested certain modifications in the form. A separate note is submitted on the subject for the approval of the Standing Sub-Committee.

2. *Regional Co-operative Training Centre, Madras—Proceedings of the seventh meeting of the Local Committee held in Madras on 10th January 1955.*

Payment of stipends at increased rates

The Standing Sub-Committee, at their fifth meeting held on the 13th January 1955, approved the enhancement of stipends to the trainees of the Intermediate Course from Rs. 50 to Rs. 120 during their practical training. Since these revised rates were made applicable to the trainees from the current course onwards, expenditure under stipends of the Madras Centre would increase. An estimate of the revised expenditure is furnished below:

	Rs.	a.	p.
1. Total stipend for 42 students undergoing training	31,550	8	6
2. Budget provision available	29,250	0	0
Excess expenditure	2,300	8	6

The Committee is, therefore, requested to approve the excess expenditure to be incurred by the Madras Centre.

Daily allowance at enhanced rate to lecturers

A request was made to the Local Committee by Sarvashri J. Samuel and A. Satyamurthy, lecturers at the Centre, to enhance their daily allowance while on tour from Rs. 3-6 and Rs. 2-7 respectively to Rs. 4-0 each per day. The proposal to enhance the allowance was approved by the Local Committee. The Principal, therefore, requested us to obtain the sanction of the Central Committee and the enhancement in the daily allowance was approved by the Chairman of the Standing Sub-Committee in his letter dated 7th March 1955. The Committee is, therefore, requested to ratify the same.

3. *Regional Co-operative Training Centre, Pusa—Proceedings of the fourth meeting of the Local Committee held at Patna on 14th February, 1955.*

The Local Committee, among other things, approved a budget for the Centre for 1954-55, and has forwarded it for the approval of the Standing Sub-Committee. The various items in the proceedings on which specific approval of the Committee is required have also been referred to us separately. The Committee's specific approval is sought on the following resolutions:--

(i) *Appointment of a Medical Officer*

The Local Committee propose to engage the Government doctor stationed at Pusa for giving medical help to the trainees.

and staff, on a monthly retainer fee of Rs. 30. A provision of Rs. 300 has also been made for supplying medicine to the staff. The Committee may consider the proposal sympathetically.

(ii) *Appointment of Hostel Superintendent*

One of the lecturers has been appointed as the Superintendent of the Hostel. The Local Committee recommends that the Hostel Superintendent be paid such monthly allowances as are admissible to Hostel Superintendents under the Bihar Education Code, viz., Rs. 40 per month. The Hostel Superintendents at Poona are given rent-free quarters while the Superintendent at the Hostel attached to the Madras Centre is paid a conveyance allowance of Rs. 15 per month only. In Pusa we may ask the Principal to follow the Poona practice of allowing the Hostel Superintendent to enjoy rent-free quarters instead of charging him rent for his quarters and then paying him separately for his services as Superintendent.

(iii) *Appointment of a ward servant*

May be approved.

(iv) *Inauguration Ceremony*

At the request of the Chairman of the Central Committee, the Chief Minister of Bihar agreed to formally inaugurate the Centre. The Local Committee has authorised the Registrar of Co-operative Societies, Bihar, to fix up the date for the inauguration ceremony in consultation with the Chief Minister. An expenditure upto Rs. 1,000 was sanctioned by the Chairman, Standing Sub-Committee, in this connection. This may be approved.

(v) *Programme for Practical Training*

The Local Committee has resolved that as far as possible the programme of practical training may be confined to the States in the Eastern Zone, viz., Bihar, Orissa, West Bengal, Assam, Manipur and Tripura, extending over a period of four months. But the Principal has suggested that the programme might include either Bombay or Madras, since the movement is relatively well developed in these States. It is desirable that practical training should be given in States where the co-operative movement has progressed more than in others. The study tour programme may, therefore, be in the States of Bihar and Orissa, and one of the two places, viz., Bombay or Madras. The Committee may approve the suggestion.

(vi) *Purchase of a motor vehicle for the Centre*

The Local Committee considered that a motor vehicle was an essential equipment for the Centre and has, therefore, resolved

to recommend to the Central Committee to sanction the purchase of a Land Rover type motor van at an estimated cost of Rs. 15,000. The purchase of a motor vehicle at such a high cost does not seem to be necessary at present. Further, the maintenance cost will be high and a car is likely to give rise to disputes about its use. The proposal may not, therefore, be approved.

(vii) *List of holidays*

The Centre will observe all gazetted holidays of the State. This may be approved.

(viii) *Rent for the premises*

The Registrar of Co-operative Societies, Bihar, has been authorised to take up the matter with the State Government and fix the monthly rent for the premises occupied by the centre. It has been decided further that the members of the staff occupying the quarters attached to the premises should be charged rent according to the rules applicable to the officers of the Government of Bihar holding analogous posts. The proposals may be approved subject to the decision of the Standing Sub-Committee in regard to item (ii) above.

(ix) *Leave admissible to staff*

The Principal being on deputation, would be governed by the leave rules of his Government, viz., West Bengal. Regarding other members of the staff, the Local Committee thought that leave as admissible to officers holding analogous posts under the Bihar Government be made admissible to them.

(x) *Scale of daily allowance to staff*

The Committee considered that the teaching staff at the Centre should be granted daily allowance at Rs. 7 per day while on tour in Bihar and at Rs. 10 per day while on tour outside the State. The rate of daily allowance sanctioned to the teaching staff at the Regional Co-operative Training Centre, Madras, is Rs. 4 per day. The Committee may, however, sanction a daily allowance of Rs. 7 per day to the teaching staff at the Pusa Centre irrespective of whether they are on tour in Bihar State or outside. This is subject to the orders of the Standing Sub-Committee on note No. V regarding allowances to staff.

(xi) *Financial powers of the Principal*

The Principal has been authorised to incur contingent expenditure within the sanctioned budget to the extent of Rs. 50 per item. Though the limit is high compared to Madras (where the

limit is Rs. 10 per item), the Committee may approve it considering the fact that the Chairman or any other responsible member of the Local Committee is not available for consultation at Pusa in case of emergency. The Principal should, however, obtain the sanction of the Local Committee at its next meeting, for all the expenditure incurred by him during any period of time under this limit.

NOTE VII

FINANCIAL ASSISTANCE FOR THE TRAINING OF SUB-ORDINATE PERSONNEL—PROPOSALS RECEIVED FROM VARIOUS STATES—MADRAS PROPOSALS

1. In response to our circular letter dated the 11th October 1954, enclosing the scheme approved by the Central Committee and the Government of India, the Madras Government had forwarded to us certain proposals for the training of 'subordinate' personnel in that State (Appendix 25). An examination of the proposals revealed that there were certain deviations from the approved scheme necessitated by local circumstances and it was felt that they should be brought to the notice of the Standing Sub-Committee before any recommendations could be made to the Government of India for financial grants. The important points are examined below and the orders of the Standing Sub-Committee are solicited thereon.

(i) *Stipends*

It is proposed to admit 273 candidates from co-operative institutions and 207 private candidates, i.e., 480 candidates in all in the three Co-operative Training Institutes at Tanjore, Coimbatore and Kozikode. The first two institutes are already functioning and the one at Kozikode is proposed to be started from July 1955. Private candidates will not be given any stipends: this is in accordance with our scheme. As regards candidates from co-operative institutions, the State Government have proposed that stipends may be given to only 120 trainees at the rate of 40 per school. Further, the entire amount of stipends for the 120 candidates is to be borne by the Government of India, whereas under our scheme this expenditure is a shareable item. Although it is not specifically stated in our scheme, it seems that the intention of both the Committee as well as the Central Government is to give stipends to all the candidates, the expenses incurred in that connection being shared equally by the State Government and the Central Government. The Madras Government, however, are not willing to incur this expense as that would involve a very heavy burden on the State Exchequer.

The principal reason for introducing stipends by the Committee was the necessity in many backward States to attract students to the schools. It is for consideration whether we may not hold that stipends need be paid only if it is found necessary for attracting a sufficient number of trainees to the schools. In Madras State because of the advanced stage of development of the co-operative movement, the need for training has already been recognised, so that there has been no dearth of students in

the two schools although no stipends are paid. Moreover, the expenditure of the State Government over Co-operation in general including co-operative training and education is fairly high. Under the circumstances, we need not insist upon the State Government paying stipends to candidates coming from co-operative institutions but at the same time we may pay to the students the maximum we can pay as our share, at the rate of Rs. 20 per candidate per month to all the institutional candidates.

(ii) *Period of training*

As regards the period of training, the State Government are not prepared to reduce it from the present 11 months as that much training is considered essential in the interests of the co-operative movement. The Central Committee have, however, recommended a training period of six to nine months only and have stated that the Central Government assistance would be restricted to nine months only. In the case of Madras where the 11 months' course has been in vogue for several years and has by experience been considered necessary for having properly trained persons in the State, it would not perhaps be appropriate to ask them to change a long-established practice just for the sake of getting some aid from the Centre. We may, however, pay the stipends as suggested above not for 11 months but only nine months.

(iii) *Travelling allowance*

Under the proposed scheme, the Government have claimed travelling allowance at the rate of Rs. 60 per candidate for 120 candidates. For the same reasons as in (i) above, we may agree to pay travelling allowance at the rate of Rs. 30 per candidate for all the institutional candidates.

(iv) *Fees*

Free tuition has been laid down as one of the conditions for being eligible for central assistance. The Madras Government have, however, represented that the institutes at Tanjore and Coimbatore are registered co-operative societies and cannot afford to do away with tuition fees which form an important source of their income. It is further represented that even with the levy of such tuition fees, there is no dearth of candidates for admission. In the circumstances, the Committee may waive the condition regarding free tuition. Their request that the tuition fees in respect of '120' selected candidates may be borne by the Central Government along with their stipends and travelling allowance expenses, may not, however, be acceded to. The institutes may be allowed to collect fees from all candidates, institutional as well as private.

(v) *Salaries of teaching staff*

An examination of the details regarding the expenditure on the staff of the three institutions reveals that the State Government have claimed about Rs. 2,700 more than what might be admissible under the scheme approved by the Committee, if the entire expenditure was considered shareable. The increased expenditure is mainly the result of upgrading the post of the present Principals of the institutions who are Sub-Registrars to that of Deputy Registrars and due to the additional expenditure on part-time commercial instructors. As the amount involved is small it may be sanctioned as a special case.

(vi) *Building grants*

The State Government have requested the Central Government for building grants totalling Rs. 85,000 in respect of the institutes at Tanjore and Coimbatore. On this issue, the Standing Sub-Committee has already decided (*vide* item No. 3 (g) of the proceedings of the fifth meeting) that it would not be possible to accede to such requests as there was no provision in the scheme for giving grants for such purposes.

(vii) *Recurring and non-recurring expenditure over the Malabar Institute in respect of shareable items*

The proposed expenditure of Rs. 13,200 over the above items is in accordance with our scheme and, therefore, central assistance for Rs. 6,600 may be recommended.

The Standing Sub-Committee may, therefore, recommend to the Central Government that Central assistance may be given to the Government of Madras as shown below :

	Rs.
1. Stipends to 273 candidates at Rs. 20 p.m. for 9 months (273 × 20 × 9)	49,140
2. T.A. to 273 candidates at Rs. 30 p.a.	8,190
3. Upgrading the post of the Principals at the three institutes at Madras, Tanjore and Coimbatore	10,300
4. Honorarium to part-time commercial instructors	5,300
5. Half the recurring and non-recurring expenditure over the proposed institute at Malabar	6,600*
	Rs. 79,530

N.B.—Estimates have been rounded off.

* Of this Rs. 1,000 represent non-recurring expenditure over library.

Thus against a recurring grant of Rs. 87,250 claimed by the State Government a grant of Rs. 79,530 may be recommended. The request for building grants amounting to Rs. 85,000 may be rejected.

NOTE VIII

CONSIDERATION OF THE QUESTION OF RECALL OF CANDIDATES ADMITTED FOR TRAINING AT THE VARIOUS TRAINING CENTRES DURING THE COURSE OF THEIR TRAINING

In March 1955, the Principal of the Regional Training Centre, Pusa, received two requests, one from the Registrar of Co-operative Societies, PEPSU, to relieve Shri Rajindra Singh Bakshi and the other from the Government of Bihar to relieve Shri Islam Nomani, both the candidates having been deputed by the respective Co-operative Departments for undergoing training in the current long-term course at Pusa. In the former case, the candidate was released by the Principal after the approval of the Secretariat of the Central Committee while in the case of the Bihar candidate, the Principal had already complied with the request of the Bihar Government and this action was confirmed by us subsequently. The candidate from PEPSU was recalled in view of his appointment as a Lecturer in the Education Department of the State, while the reason for Shri Islam Nomani's recall by the Bihar Government was that he was appointed to act temporarily as the Assistant Registrar, Cane-Growers' Co-operative Societies, Muzaffarpur, for a period not exceeding six months from the date he took over charge. While in the first case, the continued training would not be of any advantage to the Co-operative Department since the candidate was being absorbed in another department, the recall of the Bihar candidate would not appear to be justified. He would still continue to be in the Co-operative Department and would have to be sent again for training at a later date, thus wasting the period already spent in the training centre.

Apart from the question of such releases, some matters of general policy will have to be considered in this connection:

1. It would be desirable, when once the candidate has been sent for training, to allow him to complete his training irrespective of any intervening promotion, the benefits of which he should, of course, be allowed to enjoy. This would not only help the candidate to take full advantage of the period already spent at the training centre but would also avoid the necessity for his training at a later stage in the event of his being recalled in the middle of the course.

2. When the candidates are being recalled at the instance of the employers, it is for consideration whether the employers, Government or institutions, as the case may be, should not be asked to repay the stipends and allowances which have already been paid to the candidates. If this is insisted upon, perhaps it may

act as a deterrent to such recall of candidates during their training. In an earlier case in Madras when a private candidate left the training course of his own accord but not at the request of his employer, the entire amount of stipends and allowances was recovered.

3. Apart from the question of waste of money, such recalls in the middle of their training would deprive another State Government or co-operative institution from having a seat which they might gladly have taken up, if offered; in the ultimate analysis, this means a reduction in the number of trained candidates which it is our desire to make available to the Movement. We might bring this to the notice of the State Governments and request them to desist from recalling candidates in the middle of the training period adding that this would also mean their liability to reimburse us with the amount of stipends and allowances already given to the trainees concerned.

NOTE IX**SENIOR OFFICERS' TRAINING COURSE—MODIFICATION OF THE FORM OF CERTIFICATE TO BE GIVEN TO THE TRAINEES**

At their fifth meeting held in Bombay on the 13th January 1955, the Standing Sub-Committee had approved the form of certificate to be issued to the trainees of the Senior Officers' Training Course. A specimen form of the certificate was sent to the Principal, Poona College, for adoption. The College Committee has now suggested some modifications to the form.

The following changes have been proposed.

(i) The certificate would be issued in the name of the College and not the Central Committee for Co-operative Training.

(ii) In place of the Principal, the Chairman of the Bombay Provincial Co-operative Institute would sign. There appears to be no harm in adopting the modified form given below. Formal approval of the Sub-Committee is solicited.

FORM OF CERTIFICATE**CO-OPERATIVE TRAINING COLLEGE.**

5, B. J. ROAD

POONA 1.

This is to certify that Shri.....
has completed the theoretical and practical training in the Senior Officers' Training Course intended for the higher grade personnel of the co-operative movement sponsored by the Reserve Bank of India at the Co-operative Training College, held from.....
to.....

His optional subject was.....

*Member-Secretary,
Central Committee for
Co-operative Training.*

*Chairman,
Bombay Provincial
Co-operative Institute,
Bombay.*

NOTE X

CONSIDERATION OF PAYMENT OF RAILWAY FARES TO THE TEACHING STAFF AND THE TRAINEES OF THE VARIOUS TRAINING CENTRES ON ACCOUNT OF THE REVISION OF CLASSES IN THE RAILWAYS

From the 1st April 1955 there is a revision of classes in the railways. The former first class has been abolished altogether. The second and the inter classes have been renamed as first and second classes respectively. Consequent upon this change, it is necessary to reconsider the payment of travelling allowance to the teaching staff and the trainees at the various training centres. The Central Committee for Co-operative Training at their first meeting held in December 1953 approved that the trainees of the Senior Officers' Training Course at Poona might be given single second class fares for the journeys to and from the training centre and on the tours connected with practical training and that the trainees of the Intermediate Training Course at the Regional Centres might be given single inter class fares for the above journeys.

2. The renaming of the classes is also accompanied by a revision of the fares as shown below:—

(i) First class: As against a flat rate of 16 pies per mile for the former second class, the revised rates for the first class are:

1 to 150 miles	18 pies per mile
151 to 300 miles	16 " " "
300 miles or over	15 " " "

(ii) Second class: As against a flat rate of 10½ and 9 pies per mile by mail and ordinary trains respectively for the former inter class, the revised rates for the new second class are:—

(a) Mail or Express:

1 to 150 miles	11 pies per mile
150 to 300 miles	10½ " " "
300 miles or above	10 " " "

(b) Ordinary trains:

1 to 150 miles	9½ pies per mile
150 to 300 miles	9 " " "
300 miles or above	8½ " " "

It may be seen from the above table that there is a slight increase in the railway fares for the journeys upto 150 miles, i.e., 2 pies for the revised first class and ½ pie for the revised second class, while there is no change in fares for journeys between 151

and 300 miles. The fares for journeys beyond 300 miles are less than before by $\frac{1}{2}$ pie per mile for the second class and 1 pie per mile for the first class.

3. It is suggested that the trainees at the various training centres may be paid railway fares with effect from 1st April, 1955, as shown below :

(i) *Senior Officers' Training Course*

Each trainee may be paid single first class fare for the journeys to and from the training centre and on tours connected with practical training.

(ii) *Intermediate Training Courses at Regional Training Centres*

Each trainee may be paid single second class fare for the journeys to and from the training centres and on tours connected with practical training.

(iii) *Teaching staff*

The Principals and the lecturers other than those on deputation may be paid single first class fare; while those who are on deputation may be paid the railway fares according to the travelling allowance rules of their respective Governments which may be applicable to them. This, however, depends on the decision to be taken by the Standing Sub-Committee regarding allowances to staff under Note V.

4. As a result of the revision, some trainees in the current session of the Senior Officers' Training Course at Poona may have to be paid about Rs. 3-2 more for the to and fro journeys performed upto 150 miles. But some trainees travelling more than 300 miles may have to be paid less than before.

As regards the trainees of the present sessions of the Intermediate Training Courses at Poona, Madras and Pusa Centres, each trainee may have to be paid Re. 0-12-6 for the to and fro journeys performed up to 150 miles. But as in the above case, those travelling more than 300 miles will have to be paid less.

NOTE XI**CONSIDERATION OF THE ACTION TAKEN BY CERTAIN EMPLOYERS IN DEDUCTING THE STIPENDS PAID TO THE TRAINEES FROM THEIR SALARIES AND ALLOWANCES DURING THEIR TRAINING PERIOD**

Replies to the circular letter on the above subject have been received from the following more States since the last meeting of the Committee.

1. Madras
2. Madhya Bharat
3. Himachal Pradesh
4. Tripura
5. Rajasthan
6. Bhopal.

The other States have been reminded to send in their replies.

It is gratifying to note that the Government of Himachal Pradesh who were at first reluctant to accept our suggestion have now agreed to allow full salaries and allowances to their trainees during the training period without any deductions.

NOTE XII**RESOLUTION No. III PASSED BY THE SECOND INDIAN CO-OPERATIVE CONGRESS HELD AT PATNA FROM 18TH to 20TH MARCH 1955**

A copy of the above received from the All-India Co-operative Union, New Delhi, is given below for the information of the Committee and for its instructions if any.

Co-operative Education and Training

The Congress while appreciating the work done in the field of Co-operative Training by the Reserve Bank of India (Agricultural Credit Department) and the Central Committee for Co-operative Training wishes to assert emphatically that it is the central responsibility of co-operative institutes and unions to provide facilities for the training of the workers in the Movement both official and non-official and for the education of members of primary units in particular and of the public in general in the principles and practice of Co-operation as no outside agency can understand and appreciate the needs of the Movement as much as its own apex institutes and unions. It is, therefore, necessary that co-operative unions throughout the country should themselves take in hand schemes of co-operative research, training and education, each region developing programmes suited to its particular conditions with whatever assistance is available from the State concerned. The All-India Co-operative Union as the representative national co-operative organisation in the country should act as a co-ordinating agency, rendering such help as may be needed and assist in evolving a common programme of co-operative education. Adequate assistance from the Central Government and/or the Reserve Bank of India for education should be made available and channelled through the All-India Co-operative Union.

- (a) The Congress requests the Government of India, the Reserve Bank of India and the Central Committee for Co-operative Training to associate the All-India Co-operative Union more closely with the formulation and administration of the training scheme initiated by them.
- (b) For financing the programme of training and education, this Congress recommends that all co-operative institutions should be called upon to make contributions to their respective State Co-operative Institutes yearly from out of their profits for the educational activities undertaken by the institutes and where co-operative opinion

favours, such obligation may be enforced through the Acts, Rules or Bye-laws.

(c) The Meeting requests the All-India Co-operative Union in conjunction with the State Co-operative Unions or Institutes :

1. To arrange for the publication of suitable literature in the regional languages on the various aspects of the Movement;
2. To formulate schemes for the initiation or expansion of research and educational programmes;
3. To devise special measures for securing participation of women in the co-operative movement;
4. To organise arrangements for propaganda about the Movement, especially in rural areas, as an integral part of the programme of social education;
5. To secure the introduction of the subject of Co-operation in the curricula of educational institutions including teachers' training colleges.

ANNEXURE TO NOTE XII

NOTE FROM SHRI B. J. PATEL, HONORARY GENERAL SECRETARY, ALL-INDIA CO-OPERATIVE UNION, NEW DELHI

The Central Committee for Co-operative Training, at its first meeting held on the 22nd and 23rd December 1953, agreed that in the matter of training of non-official personnel, such as members, directors, panchayatdars, etc., of the co-operative societies, reliance has to be placed primarily on non-official agencies and suggested that the All-India Co-operative Union should take up this work.

In view of the fact that co-operative education constitutes one of its important functions, the All-India Co-operative Union was pleased to accept the suggestion. Subsequently, an integrated scheme of co-operative training and education was prepared and submitted to the Central Committee for Co-operative Training sometime in July last for favour of approval and adoption. The Central Committee after considering the Scheme at some length, requested Prof. D. G. Karve to work out the details of the scheme in consultation with the Honorary General Secretary of the All-India Co-operative Union with a view to implement it in select areas.

The subject of Co-operative Education and Training was discussed by the Second Indian Co-operative Congress held at Patna in March last, and the following resolution was unanimously adopted :—

“The Congress while appreciating the work done in the field of Co-operative Training by the Reserve Bank of India (Agricultural Credit Department) and the Central Committee for Co-operative Training wishes to assert emphatically that it is the central responsibility of the co-operative institutes and unions to provide facilities for training of the workers in the Movement both official and non-official and for the education of members of primary units in particular and of the public in general in the principles and practice of Co-operation as no outside agency can understand and appreciate the needs of the Movement as much as its own apex institutes and unions. It is, therefore, necessary that co-operative unions throughout the country should themselves take in hand schemes of co-operative research, training, and education, each region developing programmes suited to its particular conditions with whatever assistance is available from the State concerned. The All-India Co-operative Union as the representative national co-operative organisation in the country should act as co-ordinating agency, rendering such help as may be needed and assist in evolving a common programme of co-operative education. Adequate assistance from Central Government and/or

the Reserve Bank of India for education should be made available and channelled through the All-India Co-operative Union.

- (a) The Congress requests the Government of India, the Reserve Bank of India and the Central Committee for Co-operative Training to associate the All-India Co-operative Union more closely with the formulation and administration of the training schemes initiated by them;
- (b) For the financing and the programme of training and education, this Congress recommends that all Co-operative institutions should be called upon to make contributions to their respective State Co-operative Institutes yearly from out of their profits for the educational activities undertaken by the Institutes and where co-operative opinion favours, such obligation may be enforced through the Acts, Rules or Bye-laws;
- (c) The Meeting requests the All-India Co-operative Union in conjunction with the State Co-operative Unions or Institutes :—
1. To arrange for publication of suitable literature in the regional languages on the various aspects of the Movement;
 2. To formulate schemes for the initiation or expansion of research and educational programmes;
 3. To devise special measures for securing participation of women in the Co-operative Movement;
 4. To organise arrangements for propaganda about the Movement especially in rural areas, as integral part of the programme of social education;
 5. To secure the introduction of the subject of Co-operation in the curricula of educational institutions including teachers' training colleges."

The General Body of the All-India Co-operative Union, which met at Patna on the 18th March 1955, having recognised the necessity of bestowing constant attention to co-operative education, appointed a Sub-Committee consisting of the following members :—

1.	Shri Syam Nandan Sahaya, M.P.	<i>President</i>
2.	.. B. J. Patel	<i>Secretary</i>
3.	.. V. L. Mehta	<i>Member</i>
4.	.. Prof. D. G. Karve	"
5.	.. P. M. Chengappa (Coorg)	"

6.	Shri N. Satyanarayana (Andhra)	Member
7.	„ Ramdhan Sharma (Punjab)	„
8.	„ Lalit Mohan Hiralal (Hyderabad)	„
9.	„ Nandkishore Narain (Bihar)	„
10.	„ Dr. P. Natesan (Madras)	„
11.	„ Champaklal Vorha (Saurashtra)	„
12.	„ S. G. Jani (Madhya Pradesh)	„
13.	„ K. M. Pandit (Bombay)	„
14.	Miss S. Ambegaokar (Delhi)	„

As desired by Prof. D. G. Karve, I had met him early in April 1955 for discussing the details of the scheme and the steps to be taken for implementation of the scheme. Having regard to the sentiments expressed in the resolution of the Second Indian Co-operative Congress, it was felt that the All-India Co-operative Union should play a major part in implementing the scheme. It was generally agreed that for the purpose of implementation of the scheme the States need be grouped into three categories as follows for determining the responsibilities to be shared between the All-India Co-operative Union and the State Institute.

1. It was felt that the States which have well-established and active co-operative institutes of their own should be placed in the first group. The institutes in those States could be entrusted with the task of implementing the scheme by themselves, to a large extent, though a little guidance and assistance from the All-India Co-operative Union might be necessary in order to ensure the maintenance of the required standard.
2. States wherein there are co-operative institutes but not functioning as effectively or actively as those in the States of the first group, would come under the second group. While the scheme needs be implemented through these institutes in order that local initiative is mobilised, a larger measure of guidance and assistance—financial as well as technical—from the All-India Co-operative Union, would be necessary at least until such time as the institutes are sufficiently strengthened.
3. States where there are no institutes functioning at present come under the third group. Initially the All-India Co-operative Union has to shoulder all the responsibility for implementing the scheme in such areas, almost exclusively. Local enthusiasm can, however, be worked up and initiative ensured by the constitution of *ad hoc*

committees composed of representative co-operators in the State. These committees though initially function under the guidance of the All-India Co-operative Union are proposed to be ultimately evolved into full-fledged State Co-operative Institutes.

It was considered desirable to select one State from each of the above categories for implementing the scheme on an experimental basis. The scheme can be extended to other States gradually, according to plan, with such modifications as might be necessary in the light of experience gained.

The All-India Co-operative Union in collaboration with the State Co-operative Institutes shall undertake the preparation and publication of suitable text books and other literature necessary. It is recognised that active collaboration of the State institutes in this behalf would be essential as the material has to be prepared mostly in regional languages.

It was recognised that it would be absolutely necessary to maintain an optimum level of uniform standard both in the quality of teaching as well as in the syllabus, having regard, of course, to the changes that might be necessary to suit the local conditions and requirements. The All-India Co-operative Union should take care to see that the funds made available to these State institutes or *ad hoc* committees for the purpose of implementing the scheme in their respective areas, are utilised properly. The Union should also exercise general supervision over the working of the local authorities entrusted with the implementation of the scheme to the extent envisaged above. The extent and nature of supervision, etc., services to be performed by the All-India Co-operative Union are matters of detail which will have to be determined at a later stage between the State institute concerned and the Union.

PROCEEDINGS OF THE SEVENTH MEETING OF THE
STANDING SUB-COMMITTEE OF THE CENTRAL COM-
MITTEE FOR CO-OPERATIVE TRAINING HELD ON THE
22ND APRIL 1955 AT THE RESERVE BANK OF INDIA,
BOMBAY

The seventh meeting of the Standing Sub-Committee of the Central Committee for Co-operative Training was held under the chairmanship of Prof. D. G. Karve, on the 22nd April 1955, at the Reserve Bank of India Building, Bombay. The following members were present:—

1. Prof. D. G. Karve (*Chairman*)
2. Shri K. S. Krishnaswamy, I.C.S.
3. Shri B. Venkatappiah, I.C.S.
4. Shri J. C. Ryan, I.A.S. (*Member-Secretary*)

Shri V. L. Mehta, Chairman, and Shri R. G. Saraiya, Member of the Central Committee for Co-operative Training attended the meeting by special invitation.

ITEM I: REVIEW OF PROGRESS MADE IN THE VARIOUS CO-OPERATIVE
TRAINING CENTRES

1. *Senior Officers' Training Course*

The Sub-Committee expressed satisfaction over the progress of the sixth session of the Senior Officers' Training Course at Poona. It was, however, felt that the various States were not taking full advantage of the scheme since only 32 candidates were undergoing training in the current course although provision had been made for admitting 40 candidates.

2. *Regional Co-operative Training Centres for Intermediate Personnel*

(i) *Admissions of candidates for the next session of the long-term course (Western Zone and Southern Zone)*

It was decided that the Local Committees of the Poona and Madras Centres might issue a circular to the Registrars of Co-operative Societies of States covered by the Western Zone and Southern Zone respectively, inviting applications for admitting candidates to the next long-term course which would commence in July 1955 and subsequent sessions thereafter. The Sub-Committee further decided that since regional centres had not been organised for the Central and Northern Zones, the Registrars of States included in these two zones might also be similarly addressed by the Local Committees of the Centres at Poona and Madras. If, in the meanwhile, the Meerut Centre were to be established, arrangements would be made to admit eligible candidates from

that zone to the newly organised Centre. The applications in all cases should be made out and received in duplicate, one to be retained by the centre concerned and the other to be forwarded to the Member-Secretary as and when received. A date might be fixed for consideration of the applications for admissions by the Local Committees and this should be communicated to the Member-Secretary sufficiently in advance so that the views and comments of the Central Committee, if any, might be communicated to the Local Committees in time. All cases of rejections with reasons therefor, should be communicated to the Member-Secretary.

It was the general view of the Sub-Committee that certain broad principles should be laid down regarding admissions and these should be communicated to the various local committees for their guidance. The circular will be finalised after eliciting the views of all the local committees in this respect.

(ii) *Southern Zone: Holding of final examination*

The Standing Sub-Committee approved the arrangements made by the Local Committee of the Madras Centre for holding the final examination such as selection of examiners, etc., and sanctioned an additional expenditure of Rs. 1,025 proposed to be incurred by the Centre by way of remuneration to paper setters, examiners, cost of answer books, etc., in that connection.

Special subjects

As to the suggestion of the Local Committee that the special subject "Co-operative Banking" might be replaced by "Co-operative Audit," the Standing Sub-Committee felt that the subject "Co-operative Banking" should not be dropped in view of its growing importance. On the other hand, the subject "Departmental Set-up" was not considered to be of sufficient importance to figure as a special subject by itself and it was, therefore, decided to include it under "Co-operative Audit," emphasis being, of course, placed on the latter. The special subjects would, therefore, be:—(1) Co-operative Banking, (2) Land Mortgage Banking, and (3) Co-operative Audit (including Departmental Set-up).

Regarding the suggestions made by the Registrar of Co-operative Societies, Andhra State, on the system of training now imparted in land mortgage banking, appointment of full-time lecturers for book-keeping and accountancy, etc., the Sub-Committee expressed the opinion that these suggestions might first be considered by the Madras Local Committee at their next meeting, and their views ascertained before they were taken up by the Standing Sub-Committee. In this connection, the Chairman observed that the whole question of framing a syllabus for all the

centres would have to be taken up and expressed the hope that this could be done when a working party, including the Principals of the centres, could be convened some time in June 1955.

(iii) *Eastern Zone—Pusa Centre*

Please see item No. VII

(iv) *Central Zone*

The Chairman suggested that a suitable date might be fixed some time during the third week of May 1955 to visit Kotah in Rajasthan and Indore in Madhya Bharat and then decide on the location of the training centre for the Central Zone.

(v) *Northern Zone—Meerut Centre*

As previously decided, the Chairman, Shri M. R. Bhide, and the Member-Secretary had visited Meerut on 2nd April 1955 along with the Registrar of Co-operative Societies, Uttar Pradesh and inspected the buildings last recommended by the Registrar. The Standing Sub-Committee considered this report and the letter received from the owner of the proposed buildings. The Committee resolved that a monthly rent of Rs. 1,000 offered to the landlord for the buildings under construction at Meerut was reasonable and, therefore, the request for a higher rent made by the landlord could not be acceded to. The Member-Secretary was requested to communicate this decision to the Registrar of Co-operative Societies, Uttar Pradesh, and finalise the matter by negotiation with him as early as possible. The position in this regard should be reviewed by the end of May 1955 in order to enable the Committee to take further action in the matter of organising the centre. The Member-Secretary was authorised to inform the Registrar of Co-operative Societies, Uttar Pradesh, suitably and to request him to make tentative suggestions in regard to furniture, staff, formation of local committee, etc.

(vi) *Books*

An expenditure of Rs. 2,097-12-6 incurred in respect of books supplied to the Pusa Centre was ratified by the Committee.

ITEM II: TRAINING OF SUBORDINATE PERSONNEL OF THE CO-OPERATIVE DEPARTMENTS AND CO-OPERATIVE INSTITUTIONS IN THE VARIOUS STATES—GRANT OF FINANCIAL ASSISTANCE

The Note on the subject was recorded. The Committee generally approved of the line of action taken by the Member-Secretary with regard to the examination of the various schemes received from States so far. Where the scheme submitted by a

State Government conformed to the scheme approved by the Committee, it was decided that the Member-Secretary might inform the State concerned that the scheme had been approved provisionally. It was resolved that each scheme approved by the Member-Secretary might be forwarded to the Central Government for provision of funds and that the next meeting of the Standing Sub-Committee be apprised of it.

ITEM III: PROGRESS REPORT ABOUT THE TRAINING OF BLOCK LEVEL CO-OPERATIVE OFFICERS

The Note was recorded. As the scheme for the training of Block Level Co-operative Officers of the National Extension Service Blocks was approved by the Ministry of Finance, Government of India, a programme of visits had been arranged by the Member-Secretary and the officers of the Ministry of Food and Agriculture, to the various States. As soon as the State-wise survey was completed, selection of suitable sites would be made for locating the training centres in the various regions of the country.

ITEM IV: MISCELLANEOUS—REFRESHER COURSE FOR THE TRAINING OF THE CO-OPERATIVE INSTRUCTORS AT THE NATIONAL EXTENSION TRAINING CENTRES

The Note on the subject was recorded. However, it was agreed that in future, as soon as a special course was over, a report in the nature of a critical appraisal of the training course should invariably be called for from the persons conducting the course for the information of the Sub-Committee.

ITEM V: ALLOWANCES ADMISSIBLE TO THE PRINCIPALS AND TEACHING STAFF AT THE REGIONAL CO-OPERATIVE TRAINING CENTRES—PROPOSAL FOR UNIFORM SCALES

The Sub-Committee considered the points raised in the note on the subject of allowances admissible to the Principals and teaching staff of the Regional Co-operative Training Centres and resolved that the time was not yet ripe to evolve a uniform scale of allowances to be paid to them and that the matter might be considered in detail at a later date. Until then, it was decided that the present practice should continue.

ITEM VI: APPROVAL OF THE PROCEEDINGS OF THE LOCAL COMMITTEE MEETINGS OF THE REGIONAL CO-OPERATIVE TRAINING CENTRES.

1. Co-operative Training College, Poona

The Sub-Committee took note of resolutions Nos. 8, 11, 12 and 13 passed by the Committee of the Co-operative Training College, Poona, at its meeting held on the 28th February 1955.

As regards Resolution No. 12, the Chairman suggested that in view of the fact that two more centres were now functioning in Madras and Pusa, the candidates who did not possess the requisite qualifications prescribed by the Poona College need not be sent to the Poona Centre but might be diverted to other centres.

2. Regional Co-operative Training Centre, Madras—Payment of stipends at increased rates:

The Sub-Committee approved of the excess expenditure of Rs. 2,300 over the sanctioned budget to be incurred by the Madras Centre on account of the increased rates of stipends to candidates while on study tours.

Daily allowance at enhanced rate to lecturers

The daily allowance at an enhanced rate of Rs. 4 each per day to the lecturers of the Madras Centre was ratified by the Sub-Committee.

3. Regional Co-operative Training Centre, Pusa

The budget proposals submitted by the Local Committee of the Eastern Zone were considered item by item by the Sub-Committee and their decisions on the items are given below.

In the following cases the Standing Sub-Committee approved the proposals contained in the Note No. VI of the agenda:

- (i) Appointment of a Medical Officer
- (ii) Appointment of a Hostel Superintendent
- (iii) Appointment of a Ward Servant
- (iv) Expenses in connection with the inauguration ceremony
- (v) Purchase of motor vehicle for Regional Centre
- (vi) List of holidays
- (vii) Rent for the premises
- (viii) Financial powers of the Principal
- (ix) Supply of kerosene oil for the use of students
- (x) Supply of liveries to peons
- (xi) Remuneration to the staff of the office of the Registrar of Co-operative Societies, Patna

In the following cases the Standing Sub-Committee resolved as indicated under each head.

(v) Programme of practical training

The Committee approved that the practical training for the trainees of the Pusa Centre might be arranged in the States of

Bihar and Orissa and in addition in one of the two States of Bombay and Madras. It was emphasised that the trainees should be given proper guidance during their study tours, particularly in States like Bombay and Madras so as to acquaint them with the special features in the development of the movement in those States. The tours to either Bombay or Madras should be carefully planned and specifically guided so as to ensure that the maximum benefit would accrue to the trainees. It was agreed that the subject of organising practical training should be taken up at the seminar on training courses proposed to be held in June 1955 and that along with the Principals, Chairmen of local committees may also be invited to join in the discussion of items which would be of interest to them. It was also decided that the trainees of the Poona Centre should visit Madras State and the trainees at the Madras Centre should be given an opportunity to visit the institutions in Bombay State.

(ix) *Leave admissible to staff*

Regarding the grant of leave to the teaching staff, the Sub-Committee resolved that it would be governed by the leave rules of the respective Governments deputing the staff and that leave will be granted by the Government concerned, only on the specific recommendation of the Local Committee. Leave admissible to staff directly appointed by the Committee would be governed by the rules in force in the State Government where the centre is located.

(x) *Scale of daily allowance to staff*

It was resolved that the teaching staff might be given the allowance at the rates admissible to the officers of the Government of Bihar holding analogous posts. This would be applicable even when the staff go outside the Bihar State during the practical training of the candidates.

(xv) *Budget*

In respect of the following items in the budget, the Standing Sub-Committee approved the proposals contained in the note.

	Rs.
1. Stipends to trainees	32,370
2. (i) Travelling allowance to trainees	14,200
3. Cost of staff	23,273
6. Office expenses and contingencies	3,660
7. Provision for unforeseen expenses	500
8. Provision for games and sports	350
9. Library (non-recurring)	3,000

Non-recurring

1. Furniture and office equipment Rs. 17,245

In respect of the other items, the decision of the Standing Sub-Committee was as under:—

2. (ii) Travelling allowance for teaching staff ... Rs. 4,492

The amount of Rs. 2,520 included in the above item under 'daily allowance' was provisionally approved subject to the decision of the Standing Sub-Committee on item (x) above.

4. *Allowance to special lecturers*

While approving the provision of Rs. 5,000 in this respect, the Standing Sub-Committee desired that details regarding the honoraria paid should be called for.

5. *Rent and Electricity*

The Sub-Committee decided that the matter of rent for the buildings might be pursued with the State Government. The provision of Rs. 10,200 under the head was provisionally approved.

Non-recurring

2. Radio Rs. 800

The Committee regretted their inability to sanction the purchase of a radio set.

After considering these items, the Standing Sub-Committee approved the revised budget estimates given in the note subject to a reduction of Rs. 800 for the purchase of a radio set. The budgeted expenditure of the Centre would thus consist of Rs. 96,045 under the head 'recurring' and Rs. 21,245 under 'non-recurring.'

ITEM VII: FINANCIAL ASSISTANCE FOR THE TRAINING OF SUBORDINATE PERSONNEL—PROPOSALS RECEIVED FROM VARIOUS STATES—MADRAS PROPOSALS

The Standing Sub-Committee considered the proposals of the Government of Madras regarding the extent of financial assistance needed for the training of their subordinate personnel as contained in the note. To the proposal of the Madras Government that out of 273 institutional candidates proposed to be trained in the three schools at Tanjore, Coimbatore and Kozikode, stipends need be paid only to 120 candidates and that the entire amount of stipend should be borne by the Government of India, the Sub-Committee observed that it was primarily the responsibility of the State Government to bear a certain

amount of expenditure on training schemes and the Central assistance in that direction would only be in the form of sharing a part of such expenditure. It was, therefore, decided that the Government of Madras might be requested to review the whole position regarding the payment of stipends, travelling allowance to trainees, so that the Central Committee would be in a position to recommend 50 per cent of the expenditure on all the shareable items out of the Central Government's grant. It was felt that a system of stipends would bring training facilities within reach of the poorer sections of the Movement, who have a special claim on the resources of the Committee.

As regards building grants, the Sub-Committee regretted that the request of the Madras Government for a grant of Rs. 85,000 for buildings in respect of the institutes at Tanjore and Coimbatore could not be acceded to as it was not intended to include cost of permanent structures in the list of shareable items of expenditure. The Member-Secretary was authorised to write suitably to the Government of Madras.

ITEM VIII: CONSIDERATION OF THE QUESTION OF RECALL OF CANDIDATES ADMITTED AT THE VARIOUS TRAINING CENTRES DURING THE COURSE OF THEIR TRAINING

The Standing Sub-Committee considered the agenda note and generally endorsed the views expressed therein. The Member-Secretary was authorised to issue a circular to all State Governments pointing out the disadvantages of recalling candidates in the middle of the course and stating that if such recalls were made in future, the employers of the candidate would be liable for refund of stipends and allowances already paid to the candidates.

ITEM IX: SENIOR OFFICERS' TRAINING COURSE—MODIFICATION OF THE FORM OF CERTIFICATE TO BE GIVEN TO THE TRAINEES

The Sub-Committee approved the modified form of certificate submitted by the Committee of the Co-operative Training College, Poona, for being issued to the Senior Office-trainees of the short-term course.

ITEM X: CONSIDERATION OF PAYMENT OF RAILWAY FARES TO THE TEACHING STAFF AND THE TRAINEES OF THE VARIOUS TRAINING CENTRES ON ACCOUNT OF THE REVISION OF CLASSES IN THE RAILWAYS

In view of the revision of classes in the railways from 1st April 1955, and of very little difference in the amount of fares between the revised and the old classes, the Sub-Committee held

that the proposals made in the note of the agenda might be approved, viz.,

(i) The trainees of the Senior Officers' Training Course who were formerly permitted to travel by second class might be given first class fares.

(ii) The trainees of the Intermediate Training Course who were formerly permitted to travel by inter class might be given second class fares.

(iii) As regards the teaching staff, the Sub-Committee approved that the Principals and lecturers other than those on deputation might be paid single first class fares while those who were on deputation might be paid the railway fares according to the travelling allowance rules of their respective Governments which might be applicable to them. The Local Committees should, however, ensure that the teaching staff was not compelled to travel by a lower class than that allowed to the trainees.

ITEM XI: CONSIDERATION OF THE ACTION TAKEN BY CERTAIN EMPLOYERS IN DEDUCTING THE STIPEND PAID TO THE TRAINEES FROM THEIR SALARIES AND ALLOWANCES DURING THEIR TRAINING PERIOD

The Standing Sub-Committee noted with satisfaction the compliance of the Government of Himachal Pradesh in allowing full salaries and allowances to their trainees during their training period without making any deductions.

ITEM XII: RESOLUTION NO. III PASSED BY THE SECOND INDIAN CO-OPERATIVE CONGRESS HELD AT PATNA FROM 18TH TO 20TH MARCH 1955

The Committee took note of Resolution No. III passed by the Second All-India Co-operative Congress held at Patna on the 18th March 1955 regarding the role of the All-India Co-operative Union in the field of co-operative education and training. It was emphasised that Local Co-operative Unions or Institutes should take the initiative in training the non-official co-operators at the village level and that the All-India Co-operative Union would only give their guidance and advice. The Sub-Committee also directed that the note prepared by the General Secretary of the All-India Co-operative Union on the subject might be circulated to all the members of the Central Committee. The note deals with a few pilot schemes which will be worked out in two or three States on an experimental basis. The Chairman undertook to discuss the matter further with the General Secretary, All-India Co-operative Union, and to obtain a more concrete scheme for implementation in consultation with the Registrars of the States concerned.

**ITEM XIII: ANY OTHER MATTER RAISED WITH THE PERMISSION
OF THE CHAIRMAN**

No matter of importance outside the agenda was raised.

**ITEM XIV: DATE OF NEXT MEETING OF THE STANDING SUB-
COMMITTEE**

The Chairman was requested to fix up a date for the next meeting.

**EIGHTH MEETING OF THE STANDING
SUB-COMMITTEE OF THE CENTRAL COMMITTEE
FOR CO-OPERATIVE TRAINING**

(7th July 1955 at the Reserve Bank of India Building, Bombay)

A G E N D A

- I. Review of progress made in the various Co-operative Training Centres :
 1. Senior Officers' Training Course.
 2. Regional Co-operative Training Centres for Intermediate personnel.
- II. Training of subordinate personnel of the Co-operative Departments and co-operative institutions in the various States—Grant of financial assistance.
- III. Progress Report about the training of Block Level Co-operative Officers of the National Extension Service Blocks in the various States.
- IV. Consideration of the location of the training centre for Block Level Co-operative Officers, at Uttarpura in West Bengal. (Not printed.)
- V. Consideration of the location of the Training Centre for Block Level Officers at Gopalpur-on-Sea in Orissa.
- VI. Consideration of the proceedings of the Local Committee meetings of the Regional Co-operative Training Centres at Madras and Pusa. (Not printed.)
- VII. Consideration of the proposals of the Government of Andhra in regard to the financial assistance for the training of subordinate personnel.
- VIII. Consideration of the training schemes for the non-official co-operators such as panchayatdars, members and directors of primary societies—Grant of financial assistance to the schemes prepared by the Madras, West Bengal and Bombay States.
- IX. Consideration of a request from the Director of the Indian Institute of Economics, Hyderabad (Dn.) for financial assistance to the Institute for conducting the post-graduate course in Co-operation.
- X. Consideration of the proposals from the Registrar of Co-operative Societies, Andhra, to arrange for the training of

personnel of co-operative marketing societies and land mortgage banks.

- XI. Consideration of the question of refund of stipends in the case of candidates who leave the training centres before the completion of training or in the case of those who are asked to give up training.
- XII. Provision of funds for co-operative training, education, research and experiments—Proposals for the Second Five-Year Plan.
- XIII. Consideration of a request by the Registrar, Co-operative Societies, Bihar, for payment of honorarium to the staff of his office who worked in the initial stages in connection with the establishment of the Regional Centre at Pusa. (Not printed.)
- XIV. Consideration of the proposal of the Director of Industries, Madhya Bharat, for the establishment of a subordinate training school for the personnel required to man the industrial co-operatives.
- XV. Supervisory control over the subordinate schools for which the Government of India have sanctioned subsidies on our recommendations.
- XVI. Matter raised by the Chairman relating to grant of honorarium to Shri Basu, Personal Assistant, who worked for the Chairman of the Standing Sub-Committee at Delhi in connection with the work of the Central Committee for Co-operative Training. (Not printed.)
- XVII. Date of next meeting.

NOTE I

REVIEW OF PROGRESS MADE IN THE VARIOUS CO-OPERATIVE TRAINING CENTRES

1. *Senior Officers' Training Course*

The trainees of the Senior Officers' Training Course at Poona went on a month's study tour in the Bombay State in May 1955. This course will end on the 15th July 1955. Arrangements have been made for a few special lectures on subjects like Banking, Co-operation, etc., to be delivered by some of the Reserve Bank of India officers and others for the benefit of the trainees before they leave the training centre.

A circular was issued by us on the 30th May 1955 to all the States inviting applications from qualified candidates for admission to the next session of the above course, scheduled to begin from the 1st August 1955. So far we have received replies from 11 States which have proposed 17 candidates for training. A reminder letter has been issued to the remaining States which have not replied. It is hoped that there will be adequate response from the States this time in view of the need for trained personnel for the Second Five-Year Plan.

2. *Regional Co-operative Training Centres for Intermediate Personnel*

(i) *Western Zone—Poona Centre*

The Committee of the Co-operative Training College, Poona, met once at Bombay on the 22nd June 1955.

Admission of candidates for the next session of the long-term course

As desired by the Standing Sub-Committee at their seventh meeting held on the 22nd April 1955, the Principal, Co-operative Training College, Poona, issued a circular on the 5th May 1955 to the States coming under the Western, Northern and Central Zones, inviting applications for admission to the next long-term course. In all, 58 applications were received from the various States in the above-mentioned Zones. Forty-six qualified persons were admitted. Bombay was given 26 seats. As there is provision to pay stipends and other concessions only for a maximum number of 45 candidates at each Regional Training Centre, we have advised the Principal to reckon only 25 candidates from Bombay in the stipendiary list, thus reducing the total number of stipendiary candidates from 46 to 45. Further, the Principal had requested us whether any seats under the stipendiary list could be transferred from the other centres like Madras or Pusa to the Poona Centre. Such a procedure would not appear to be practicable. We have therefore

advised the Principal accordingly. The list of candidates admitted is given below for information.

1.	Punjab	1
2.	Bhopal	2*
3.	Ajmer	2
4.	Vindhya Pradesh	1
5.	Madhya Bharat	7†
6.	Madhya Pradesh	4
7.	Kutch	1
8.	Himachal Pradesh	2
9.	Bombay	26‡
Total ..						46

Of the ten candidates recommended by Madhya Bharat State, only seven have been admitted at the Poona Centre. Similarly, out of four candidates recommended by Bhopal State, only two have been admitted at Poona. We have asked the remaining three candidates from Madhya Bharat and two candidates from Bhopal to go to the Madras Centre where there were about 16 seats available. The session has since commenced from 1st July, 1955.

(ii) *Southern Zone—Madras Centre*

The Local Committee for the Madras Centre met twice on the 3rd May 1955 and 30th June 1955.

Admission to the next session of the course

A circular was issued by the Principal, Regional Co-operative Training Centre, Madras, on the 5th May 1955, inviting applications from the States coming under the Southern, Central and Northern Zones. Of the candidates recommended by the various States in the above Zones, 27 candidates have been admitted from the States mentioned below:

			Depart- mental	Institu- tional	Total		
1.	Hyderabad	2	1	3	
2.	Madras	7	7	
3.	Andhra	4	4	
4.	Coorg	2	..	2	
5.	Vindhya Pradesh	1	..	1	
6.	Travancore-Cochin	10	..	10	
Total ..					15	12	27

* Out of 4 recommended.

† Out of 10 recommended.

‡ Out of 33 recommended.

The Bihar Registrar had requested us to admit two of his officers at the Madras Centre since he wanted them to be trained in the special subject of Land Mortgage Banking. Hence we have agreed to his request. In addition, the Orissa Registrar has also specially recommended two of his officers to be admitted at the Madras Centre for specialised training in the subjects which are not being taught at the Pusa Centre, viz., Land Mortgage Banking and Co-operative Audit. We have, therefore, requested the Principal of the Madras Centre to reserve three seats for Madhya Bharat, two seats each for Bhopal, Bihar and Orissa. Besides, the Principal has informed us that there are additional proposals for Madras, Andhra, Travancore-Cochin and Hyderabad for admission to the Madras Centre. We have suggested to him that after reserving nine seats for the above States the Local Committee may decide about the proposals received from the States in the Southern Zone. It is expected that the Madras Centre will also have the full quota of 45 candidates in the session. The session commenced on the 1st July 1955.

Recovery of stipends, etc., paid to trainees

If a candidate leaves the training centre before time, he should refund the stipend and travelling allowance paid to him. But as we had not imposed any such condition on the candidate from Madhya Bharat State who had to give up his training under circumstances beyond his control, the Committee might agree that we might not pursue the matter with the Madhya Bharat Government for recovery of the amounts from the trainee.

(iii) *Eastern Zone—Pusa Centre*

The current session of the course at Pusa will come to a close on the 15th October 1955. As decided by the Standing Sub-Committee at their last meeting, we have advised the Principal of the Pusa Centre to issue a circular letter inviting applications from the States coming under the Eastern Zone for admission in the next session of the course which is expected to commence from the 1st November 1955. If the training centres for the Northern and Central Zones are not likely to be started soon, the Principal will be advised to send the circular to the States falling under these Zones also to enable them to depute their candidates, if any, to the Pusa Centre.

(iv) *Central Zone*

The Chairman and the Member-Secretary visited Kotah in Rajasthan and Indore in Madhya Bharat and inspected some buildings for the location of the training centre for the Block Level Co-operative Officers as well as for the Regional Co-operative Training Centre for the intermediate personnel of the Co-operative

Department and co-operative institutions for the Central Zone. The building known as Brij Bilas Palace in Kotah and another building at Shivpuri suggested by the Chief Minister of Madhya Bharat were found suitable. Of these two buildings, it was felt that the building at Kotah would be an ideal one for locating the training centre for Block Level Co-operative Officers and that the building suggested by the Chief Minister of Madhya Bharat at Shivpuri, a place 75 miles away from Gwalior, might be selected for the location of the Regional Co-operative Training Centre for the Central Zone. This building will be available immediately. We have written to the Government of Madhya Bharat to forward to us their concrete proposals regarding accommodation available for housing the centre, rent, etc.

(v) *Northern Zone—Meerut Centre*

Shri N. S. Mathur, Deputy Registrar of Co-operative Societies, Meerut, had sent us a plan of the proposed building at Meerut after making the necessary alterations in the structure to suit the requirements of the training centre. He had also informed us that a rent of Rs. 1,000 per month proposed by us had been accepted by the landlord. We had, therefore, written to Shri Mathur requesting him to take steps for the completion of the construction before the end of June 1955. We had also received a favourable reply from him saying that the building would be ready by the 30th June 1955. We had, therefore, written to the Registrar of Co-operative Societies, Uttar Pradesh, on the 3rd May 1955 and reminded him again on the 31st May 1955 requesting him to make arrangements to constitute the Local Committee consisting of the following members.

- (i) The Registrar of Co-operative Societies, Uttar Pradesh
- (ii) The Registrar of Co-operative Societies, Punjab
- (iii) One educationist
- (iv) One non-official, say, the President of the State Co-operative Bank
- (v) The Member-Secretary of the Central Committee for Co-operative Training, and
- (vi) The Principal of the Training Centre who will also be the Secretary of the Local Committee.

The Registrar of Co-operative Societies, Uttar Pradesh, sent a reply on the 15th June 1955 saying that the building would not be ready before September 1955 and suggesting that the constitution of the Local Committee, etc., might wait for some more time. We have again drawn his attention to the letter received from Shri Mathur in this regard and have requested him to send us the panel of names for the Local Committee at a very early date. We are awaiting his reply. Necessary steps will be taken for starting the centre at Meerut after the Local Committee is constituted.

NOTE II**TRAINING OF SUBORDINATE PERSONNEL OF THE CO-OPERATIVE DEPARTMENTS AND CO-OPERATIVE INSTITUTIONS IN THE VARIOUS STATES—GRANT OF FINANCIAL ASSISTANCE**

Particulars regarding the subordinate training schemes classified under various groups according to the stages in which the cases stand are given below for the information of the Standing Sub-Committee and instructions, if any.

Group No. 1

States where the schemes have received the State Governments' approval and which have been recommended to the Government of India for financial aid for the year 1955-56. The amounts recommended are given against each State.

	Rs.
1. Travancore	17,750
2. Punjab	18,600
3. Orissa	29,985
4. Rajasthan	31,038
5. Madhya Bharat	32,920

The Government of India have since communicated their sanction for the above amounts to the respective State Governments. The schools in these States are expected to be started soon.

Group No. 2

States where the schemes submitted by the Departments to the State Governments have not yet been approved by them but are being examined by us.

Jammu and Kashmir
Delhi

Group No. 3

States where the schemes submitted to the State Governments were examined by us and where our general approval was communicated to the State Governments subject to their acceptance. Final sanction can be given to the schemes only after the State Governments' acceptance is received.

Mysore
Vindhya Pradesh
West Bengal
Tripura
Assam
Saurashtra
Uttar Pradesh

Group No. 4

States where the schemes were approved by us and the State Governments but where revised estimates of expenditure in the light of our observations have been called for from the State Governments.

Himachal Pradesh
Coorg
Pepsu

Group No. 5

States where the schemes were not drawn in conformity with our approved scheme and where revised proposals have been called for.

Manipur

Group No. 6

States where the schemes were examined by us and sent back to State Governments with our observations and where revised proposals have been invited.

Madras

Group No. 7

States where the schemes have had the approval of the State Governments and are being forwarded to the Government of India for financial aid.

Hyderabad (Dn.)

Group No. 8

States where revised proposals were invited from State Governments and where such proposals have been received.

Andhra
Madhya Pradesh

The case of Andhra is submitted as a separate item on the Agenda. The Madhya Pradesh scheme is under examination.

Group No. 9

States which have agreed to join some other States.

Kutch (with Saurashtra)
Ajmer (with Rajasthan)
Tripura (with West Bengal)

Group No. 10

States which have not submitted their schemes yet.

Bihar
Bhopal

These States have been reminded to submit their schemes.

Admission of candidates to the Subordinate Training Schools when they are not matriculates

The Governments of Madhya Bharat and Saurashtra have represented that they have to train a large number of persons who are already working in the Co-operative Departments and co-operative institutions in their States but do not possess the minimum academic qualification, viz., matriculation or any equivalent examination prescribed by the Central Committee. It was suggested by the Secretary that while it might not be advisable to admit all non-matriculate candidates, the Committee might agree to the admission of those non-matriculantes who had at least put in three years' service in either the Co-operative Department or any co-operative institution. But these States desire relaxation of even this condition. The views of the Standing Sub-Committee are solicited.

NOTE III

PROGRESS REPORT OF THE TRAINING OF BLOCK LEVEL CO-OPERATIVE OFFICERS OF THE NATIONAL EXTENSION SERVICE BLOCKS IN THE VARIOUS STATES

At the sixth meeting of the Standing Sub-Committee held at Delhi, it was decided to organise eight centres on a regional basis throughout the country for the training of Block Level Co-operative Officers of the National Extension Service Organisation. Accordingly, a general circular was issued to all the State Governments eliciting their willingness for providing suitable sites, buildings and teaching staff for running such a training centre in their respective States. Replies were received from most of the States on the basis of which the Chairman of the Standing Sub-Committee, the Member-Secretary of the Central Committee for Co-operative Training, and the Joint Secretary in the Ministry of Food and Agriculture along with the Director of Co-operation visited some of the States to find out if the places and buildings proposed by the State Governments were suitable for locating the training centres there. The Chairman and the Member-Secretary visited Nagpur in Madhya Pradesh and inspected the building proposed by the State Government. It was found that the proposed building was suitable but the rent quoted by the landlord appeared to be prohibitive. In the meanwhile, the Registrar of Co-operative Societies, Madhya Pradesh, wrote to us to say that the landlord of the building which was seen by us at Nagpur was eager to rent it out to somebody else and, therefore, he wanted to know whether we were willing to take it up. We have communicated to the Registrar that it would take some time before we decide on the proposal but if in the meanwhile the landlord was eager to rent it out to someone else, he might do so.

The Chairman and the Member-Secretary then proceeded to Rajasthan and Madhya Bharat where they inspected some buildings at Kotah and Indore proposed by the State Governments. Some of the buildings seen by them were found to be suitable and we have called for fuller details regarding the availability of space, rent and the plan of these buildings from the State authorities. The Government of Rajasthan have sent us only a plan of the Brij Bilas Palace but have proposed that it requires some alterations and additions which would cost Rs. 50,000. It is hoped that the extra cost of construction would be borne by the State Government. We have written to the State Government to confirm this. We have not received any reply from the Government of Madhya Bharat so far.

We have also received a proposal from the Government of Saurashtra urging us to locate the training centre at Bhavnagar. They have proposed the Commerce College building and with

additional construction of four big rooms, the existing building, it is stated, would accommodate the training centre. It is stated that a new building will be constructed for the hostel. They are prepared to bear the entire cost on these constructions. They have also suggested that till the construction of the new building is over, the Commerce College building could be used for the purpose while they have advertised for a building for accommodating students. It is submitted for consideration which of the places should be selected for locating the training centre as one centre is proposed to be organised for the States of Saurashtra, Rajasthan, Madhya Bharat, Ajmer, Vindhya Pradesh, and Kutch. It may be added that the Brij Bilas Palace at Kotah would be more suitable as it is an independent building surrounded by a garden beside a large lake. It has adequate accommodation both for conducting classes and for housing the students. It belongs to the Government and we might get it at even Rs. 400 rent per month. It can be got ready within a month or two after attending to minor structural alterations. The Sub-Committee's views are solicited if we can take up this building, provided the extra cost of Rs. 50,000 on alterations, etc., is met by the State Government.

In May 1955, the Joint Secretary, Ministry of Food and Agriculture, the Adviser in Co-operation, Government of India, along with a Research Officer of the Agricultural Credit Department visited the States of Hyderabad, Andhra, Madras and Mysore in connection with the selection of sites and buildings, for the location of the training centres for Block Level Co-operative Officers. The views of the members and the Governments of the above States are furnished below for information of the Standing Sub-Committee.

The Joint Secretary, Ministry of Food and Agriculture, during the course of the discussions with the State Governments raised the question whether it would not be suitable to make arrangements for the training of Block Level Co-operative Officers along with their subordinate personnel in each State itself. He felt it was of no use sending the candidates of each State for a period of 11 months to other States. This idea of a common programme would imply one of two things:—

(1) As distinguished from the classes for subordinate personnel, a separate class would be run with separate or additional teaching staff. The two classes will have different syllabi. It was, however, made clear that the problem was not approached in this manner with a view to effecting any economy in expenditure. Perhaps, there might be the possibility of overcoming the disadvantages of shortage of well-equipped teaching staff.

(2) The course for the two sets of personnel might be the same to begin with. After six months' training for the subordinate personnel was over, the block level officers might be given an extra

session of four months during which period they would be given the necessary training to equip them to work in the National Extension Service somewhat of the type that has been proposed for the Andhra and Madras personnel.

The second approach does not appear feasible for the reason that the subordinate personnel will be matriculates while the block level officers will be mostly graduates and the method of teaching and syllabus will have necessarily to be different if full advantage is to be taken of the period spent in training. Also the nature of responsibilities they would have to discharge if ultimately they are absorbed in the department itself will be different. The subordinate personnel will be junior inspectors whereas there are chances that the block level officers will be promoted as Co-operative Sub-Registrars or Assistant Registrars. Further, during the period of practical training, the teaching staff is to accompany the students. This will result in dislocation of teaching if the two courses have a large number of common staff. If separate teaching staff is provided for each of the courses, then the question is not one of combining the two types of training, but rather organising the courses for each State separately. During the discussions with the State authorities, it was observed that the State Governments would generally prefer to have independent arrangements in each State for the training of block level officers rather than in a regional area. Pending the consideration of this proposal by the members of the Standing Sub-Committee, no decision regarding the training arrangements in the States visited by the officers was arrived at.

The various proposals of the Governments of the States which were visited by the officers are also given below for the information of the Committee.

Andhra proposals

According to the estimates of the Government of India, the number of block level officers required during each of the next five years is estimated at 46. It has been the practice in the State to draw the required number of block level officers from the existing staff of the Co-operative Department from the cadre of Senior Inspectors. These Senior Inspectors who are deputed have all undergone the 11 months' training course at the Central Co-operative Training Institute and have also put in about four to five years service. Thus, the officers deputed are all experienced and fully conversant with co-operative methods and practices. The Co-operative Department has been able to maintain the necessary supply of staff in the past on account of their policy of recruiting a sufficient number and giving them the necessary training so that they are almost immediately able to step into the place of the Senior Inspectors who are released for the National Extension Service areas. The State

Government are confident that they will be able to maintain the regular flow of the required number of candidates in the future also.

Since all the candidates have undergone basic training, the State authorities feel that no useful purpose will be served by deputing them again to the training centres proposed to be organised for a further period of 11 months. In their opinion, these candidates require only a reorientation course with emphasis on the several aspects and problems of the National Extension Service areas for a period of three to four months. Therefore, they suggest that for the candidates from Andhra, a special course of three to four months may be organised, either in the proposed training centre itself or separately if the training centre is not located in Andhra.

The case for a short reorientation course put forward by the Andhra Government merits consideration. Since the candidates selected are all graduates who have passed through the training school and have sufficient experience in the various spheres of Co-operation, the period of theoretical training at the training institute will be only a repetition. The Committee may, therefore, lay down that so long as the persons deputed have undergone training and have at least four years' active service to their credit, they need not undergo the full course of training over again. If this is agreed to, the Committee may consider the question of organising a special course for the candidates from Andhra. Madras has also a similar proposal and it is for consideration whether taking the two States together, we may not be able to run a training institute giving only a reorientation course.

During the discussions, it appeared that the Andhra Government did not seem to like the idea of the common arrangement proposed above, particularly if the training centre is to be located in the Madras State and not in the Andhra State. However, it might be possible to iron out the difficulties arising in this connection.

The Andhra Government have suggested Kakinada as a suitable place for locating the Block Level Co-operative Officers' Training Centre where suitable buildings are also available for the purpose.

If it is decided to locate the training centre in Andhra, it would mean that while for the Hyderabad candidates a regular session will be run, simultaneously a reorientation course of shorter duration will be held for the Andhra candidates. It is, however, felt that when the host State do not want the full training facilities, it is no use organising the centre in that State. It is preferable to make arrangements for Hyderabad separately and if possible combine the arrangements for the subordinate personnel and for the Block Level Officers.

Madras proposals

The proposals of the Madras Government are similar to those made by the Andhra Government, namely, that since only experienced Senior Inspectors who have had basic training are deputed for work in the National Extension Service Blocks, they will require at the most only a reorientation course for a period of three to four months. They suggested that the Regional Training Centre for Group I, namely, Madras, Coorg, Mysore, and Travancore-Cochin, may be established at Bhavani Sagar Project Area and in addition to the regular training course which will be utilised by other States, a short course may be organised for the Madras personnel.

Mysore proposals

The annual requirements of Mysore State for the National Extension Service Blocks that are to be set up are about 20 persons. Here, though the existing staff from the department are deputed, they are mostly persons who have not undergone training. The State authorities are prepared to provide necessary facilities for setting up a training centre in Mysore but if the centre is located in Travancore-Cochin, they are willing to depute their candidates to that State. The authorities in the State have not yet given thought about a suitable site for locating the training centre.

Hyderabad proposals

The Registrar of Co-operative Societies had suggested that the training centre for Block Level Co-operative Officers might be located at Himmyat Sagar. This is a new area developed by the State where the training centres for village level workers, social welfare officers and block development officers are located. It is a compact area where all training schemes are located and if the training centre for Block Level Officers is also located here, there will be advantage of contact with the other personnel who are meant for the block areas. It will be possible to take advantage of the teaching staff in the various specialised fields and also to have certain common programmes which might be of help in the long run. The Development Commissioner was emphatic that the training centre for Block Level Officers should also be located there. The only difficulty indicated was that new huts would have to be constructed to accommodate the training institute and the hostel. If this difficulty could be overcome, Himmyat Sagar would be an ideal place for locating the centre.

The Development Commissioner was also of the view that it would be better to have arrangements for regional areas for training rather than having a training centre for each State. His emphasis in locating the institute in Himmyat Sagar was only

to take advantage of the atmosphere in a compact area where training for all other types of personnel for the National Extension Service area is being imparted.

It was observed that unlike in other States, only junior inspectors were deputed to work as Block Level Officers in the National Extension Service Blocks in this State. Consequently, they are persons much inferior in status to the Agricultural, Social-welfare and Veterinary Officers, though they are supposed to carry equal burden in the co-operative field. From the point of view of efficiency, it is necessary that a Senior Inspector should be deputed. If approved, we may bring this to the notice of the Community Projects Administration.

Views of the Community Projects Administration

The views of the Community Projects Administration in this connection are that the location of the training centres may, as far as possible, be in the rural areas so that the trainees could be more easily associated with rural endeavour and also with co-operative field workers, officials and non-officials. However, this fundamental consideration governing the locations of the centres has been neutralised by enforcing the condition that the location of the centres should depend on the availability of buildings on hire to be provided by the State Governments. If we locate these centres for training Block Level Co-operative Officers in rented buildings in urban areas, isolated from other project personnel under training, cut off from all the benefits that inevitably follow from a healthy association of young men especially selected to work in the villages, we shall be cutting across the very basic ideas involved in our extension work. It is also to be considered whether it would be cheaper in the long run to pay heavy rents than having our own buildings which are not going to be very expensive and which could be constructed quickly.

Taking into considerations all these, the Community Projects Administration have suggested that the Ministry of Food and Agriculture should persuade the Central Committee for Co-operative Training to agree to make the necessary financial provisions for buildings in order to facilitate the location of the centres for training extension officers in rural areas and more particularly at places like Nilokeri (Punjab), Himmyat Sagar (Hyderabad) and Ranchi (Bihar) where there are a number of other extension training centres functioning.

Recently, we have received a letter from the Adviser in Co-operation to the Government of India, wherein emphasis has been laid on the urgency of starting these training centres. Some of the States have already selected the candidates and are enquiring about the date and place where they should be deputed. If at this

stage, the general question regarding construction of buildings is taken up, this may result in considerable delay and one season may be lost. The rains have already approached and it would be difficult to take up the construction programme before November. Even if it takes three or four months to construct buildings, they would not be ready before March or April 1956. Moreover, in the scheme approved by the Ministry of Finance, there is no provision for allotment of funds for constructing buildings or enlarging the accommodation already available. In view of these considerations and the urgency of starting the training programmes it is considered necessary that selections of sites for training centres for the current year may be finalised without raising the general issue and the institutions may be located in the rented buildings and in rural surroundings wherever it is possible. The Adviser in Co-operation has discussed this question with the Secretary of the Community Projects Administration who is inclined to accept this view.

However, it is stated that the Community Projects Administration are anxious that the Central Committee should consider the desirability of locating the centres in places like Himmyat Sagar, Nilokheri, etc., from the next year. If the Central Committee after a thorough examination of the proposal accepts the suggestions of the Community Projects Administration, the Ministry of Finance would be approached for additional funds.

The Standing Sub-Committee is requested to indicate their views in the matter.

NOTE V**CONSIDERATION OF THE LOCATION OF THE TRAINING CENTRE FOR BLOCK LEVEL CO-OPERATIVE OFFICERS AT GOPALPUR-ON-SEA IN ORISSA**

The Member-Secretary inspected the Yatton Hall at Gopalpur-on-Sea, which had been selected by the Government of Orissa for housing the proposed training centre for the Block Level Co-operative Officers belonging to the States of West Bengal and Orissa. Gopalpur which is situated on the seashore is about seven miles away from Berhampur and 108 miles from Bhubaneswar. It can be reached by trains to Berhampur and by buses from Berhampur to Gopalpur. Gopalpur being a holiday resort for people from Orissa, Bengal and Andhra, has two or three hotels run on western lines. Yatton Hall itself was one such hotel which had to be closed due to fall in business.

2. The building selected for the school is situated in an ideal locality and is surrounded by 25 acres of land enclosed by a compound wall. It is quite spacious and students can be accommodated on the ground floor in the existing halls and bedrooms. There are a few stables and outhouses in which additional accommodation for students can be provided by converting them into suitable rooms. The top floor contains a big hall which can be utilised as a classroom for 100 students and can be partitioned to provide for two separate classrooms. There is a separate cottage where the kitchen and the dining room can be accommodated.

3. Electricity is available for the building. The Government propose to arrange for water supply from a well (located in the compound) by fitting it up with an electric motor pump and constructing an overhead tank. The Government also propose to construct a row of bathrooms and latrines and we are assured that the building can be made available by 1st August 1955, if their proposal is approved by the Committee by the first week of July.

4. The Orissa Government propose to purchase the property from a private individual in Calcutta and it appears that they may get it cheap, round about Rs. 80,000. The building will be made available to us on an annual rent of Rs. 8,000. Arrangements can also be made for the accommodation of the teaching staff in three private cottages (already selected) at a rent ranging from Rs. 60 to Rs. 75 a month. If any lecturer wishes to have a different house other than those selected, it will be easy for him to find one.

5. In this connection, it may be necessary to consider regrouping of States included in groups 4 and 5 for the location of training centres. Group 4 includes Bengal, Orissa and Tripura

while the States included in group 5 are Assam, Bihar, Manipur and North East Frontier Agency. As the required facilities are immediately available both in West Bengal and Orissa it may be convenient to have Bengal, Assam, Manipur, Tripura and North East Frontier Agency in Group 4 while Orissa and Bihar may be put together in group 5. Groups 4 and 5 will thus have 73 and 122 students respectively. It may be added that enough accommodation would be available at Gopalpur as the Government of Orissa are prepared to put up extra structures if necessary.

The Standing Sub-Committee's approval of the proposal is solicited.

NOTE VII

CONSIDERATION OF THE PROPOSALS OF THE GOVERNMENT OF ANDHRA IN REGARD TO THE FINANCIAL ASSISTANCE FOR THE TRAINING OF SUBORDINATE PERSONNEL

The Registrar of Co-operative Societies, Andhra, had submitted to us certain proposals for the training of subordinate personnel in that State. These proposals were examined by us and while communicating to the State Government our general approval of the scheme submitted by the Registrar, certain points needing clarification were brought to the notice of the State Government. A reply has now been received from the State Government and orders of the Standing Sub-Committee are solicited on some of the important points listed below:

1. *Period of training*

It is proposed to hold training classes of the duration of 12 months for the departmental candidates at the Tirupathi Institute and 11 months for the candidates at the two non-official institutes at Rajahmundry and Anantapur. On the lines of Madras where we had allowed their existing period of training to continue, the State Government was informed that the Committee would have no objection to an extended course of training but the subsidy in this behalf would be restricted to a maximum period of nine months only. The State Government in their reply have emphasised the need for an extended period of training, in the light of the recommendations of the All-India Rural Credit Survey Report adopted by the State Ministers' Conference held in New Delhi on the 16th April 1955. They, therefore, request that the Committee may be moved to consider extending their subsidy to the full period of training, instead of only for nine months agreed to by us. The share of the Central Government in respect of the teaching staff in the three institutes for a period of nine months has been worked out by us at Rs. 19,749-9-1. If the subsidy is extended to the full period of training, viz., 12 months at the Central Institute and 11 months each at the two non-official institutes, the amount will be increased to Rs. 25,999-7-0, thus involving an extra expenditure of Rs. 6,249-13-11, i.e., about Rs. 6,250 per annum.

2. *Stipends*

(i) *For Departmental candidates at the Central Institute*

At present, a stipend of Rs. 45 per month is paid by the Government to departmental trainees. It is now proposed to raise this to Rs. 65 per month to encourage qualified people to come into the Co-operative Department and it is requested that the

Government of India may bear 50 per cent. of the cost of stipend at Rs. 65 per mensem for 12 months for 50 candidates proposed to be trained at the Central Institute. We have, however, agreed to bear Rs. 20 per month per candidate for nine months and the total amount under this head works out to Rs. 9,000 whereas stipends at Rs. 32-8 (half of Rs. 65) for 50 candidates for a period of 12 months as requested for by the State Government would amount to Rs. 19,500 thus involving an extra expenditure of Rs. 10,500.

(ii) *For candidates at the non-official Institutes*

It is estimated that 100 candidates would be trained per year at the Rajahmundry Institute and another 50 at the Anantapur Institute. The financial estimates given by the Registrar and those appended by us to our reply assumed that stipends would be paid at Rs. 40 per candidate to all the 150 candidates at both the institutes. The State Government now state that only 30 out of these 150 candidates will receive stipends, suggesting that 30 would be institutional candidates, the rest being private. Thus, the Central Government's share of the stipends for nine months which we had estimated at Rs. 27,000 for 150 candidates of both the institutes would, in consequence, be reduced to one-fifth of it or Rs. 5,400 for a period of nine months, if stipends are paid to 30 candidates only. If the full period of training, viz., 11 months is taken into consideration, as requested by the State Government, the amount would increase to Rs. 6,600 per annum.

(iii) *Travelling allowance to candidates*

The State Government agree to the proposal of the Registrar for payment of travelling allowance at Rs. 100 per candidate per course. Our scheme provides for such an allowance at the rate of Rs. 60 per candidate per course. The total amount of subsidy in this behalf was worked out by us at Rs. 6,000 at the rate of Rs. 30 for all the 200 candidates proposed to be trained in the three institutes. The State Government, however, request that in consideration of the fact that payment of stipends to non-official trainees is limited to 30 as against 150 trainees and of the consequent savings, the Committee may agree to share half the cost of travelling allowance at Rs. 100 per course, or in the alternative agree to pay stipends to all the 150 candidates, if payment of travelling allowance at an enhanced rate is not practicable. If travelling allowance at Rs. 50 per course (half of Rs. 100) is agreed to, the Government of India's share will be raised from Rs. 6,000 to Rs. 10,000 per annum, thus involving an additional expenditure of Rs. 4,000.

The State Government have, therefore, requested that in view of the savings of Rs. 20,400 accruing to the Committee as a result

of restricting stipends to only 30 non-official candidates, the Committee may agree:—

- (i) to share the expenses in respect of the teaching staff at the three institutes for the full period of training, viz., 12 months at the Central Institute and 11 months each at the two non-official institutes;
- (ii) to pay stipends at Rs. 32-8 per month to 50 departmental trainees;
- (iii) to pay stipends at Rs. 20 per month to 30 non-official candidates, and
- (iv) to pay Rs. 50 per course by way of T.A. to all the 200 candidates at the three institutes.

The State Government, therefore, expect the Committee to divert the savings accruing under stipends to non-official candidates for paying enhanced rates of stipends to departmental trainees and enhanced travelling allowance to all the candidates. It may, however, be pointed out here that if it is the intention of the Registrar to provide stipends only to 30 candidates at the two non-official institutes (assuming that the rest of the candidates, i.e., 120 are private) then according to our scheme too, we can share up to this number only, as private candidates do not become eligible for stipends. It is, therefore, doubtful if any savings accrue in this behalf which could possibly be utilised under other items of expenditure.

The following table indicates the net increase in the Government of India's share for all the three institutes, if the State Government's proposals are accepted:

	According to our scheme			According to the proposal of the State Government		
	For a period of nine months			For a period of 12 months at the Central Institute and 11 months each at the two non-official institutes		
	Rs.	a.	p.	Rs.	a.	p.
1. Salary of Principal, Lecturers, contribution to leave salary and pension and T.A. to staff	19,749	9	1	25,999	7	0
2. Stipends to candidates	36,000	0	0	26,100	0	0
3. T. A. to candidates	6,000	0	0	10,000	0	0
4. Library	750	0	0	750	0	0
	62,499	9	1	62,849	7	0
	or 62,500	0	0	62,850	0	0
Net increase ..				Rs. 350		

It may be seen from the above that the net increase in the Government of India's share would be Rs. 350. The scheme submitted by the State Government is more or less on the lines suggested by the Central Committee and as long as the teaching staff, the personnel to be trained and the syllabus, etc., are according to our standards, it is for consideration whether we may take a liberal attitude in considering the request of the Andhra Government and approve their proposals in this regard. The orders of the Committee are, therefore, solicited.

NOTE VIII

CONSIDERATION OF TRAINING SCHEMES FOR NON-OFFICIAL CO-OPERATORS, SUCH AS MEMBERS, PANCHAYATDARS AND DIRECTORS OF PRIMARY SOCIETIES—GRANT OF FINANCIAL ASSISTANCE TO THE SCHEMES PREPARED BY THE MADRAS, WEST BENGAL AND BOMBAY STATES

1. *Bombay*

The Registrar of Co-operative Societies, Bombay State, has forwarded to us a copy of a scheme for the training of non-officials in the Bombay State, submitted by him to the State Government for approval.

The scheme visualises the training of secretaries of rural co-operative societies, members of their managing committees and their members in general. It also includes members of agricultural produce market committees, established under the Agricultural Produce Market Act. The training is to be conducted in the nature of refresher courses. At present, the Bombay Provincial Co-operative Institute arranges for such training by attaching Training Inspectors to District Co-operative Boards. There are at present 28 Training Inspectors in 27 districts. They hold Secretaries' Training Classes of the duration of five to six weeks and also hold refresher classes for the members of the managing committees and others. During the year 1953-54, 52 secretaries' training classes were held and 1,949 persons took advantage of these classes. 605 managing committee and other members' classes were held and 7,227 persons were given training.

It is now proposed, in the new scheme, to extend the period of training classes from six to eight weeks and to start more classes in more centres. To begin with, it is proposed to employ 25 more Training Inspectors and 25 persons for the expansion of training classes at the district level during the last year of the First Five-Year Plan. The proposals for the Second Five Year Plan are not clear. But according to the scheme the total expenditure that the Government of India is called upon to bear works out to Rs. 3,42,750, covering a period of eight months of the last year of the First Five Year Plan and the entire period of the Second Five Year Plan.

2. *Madras*

A scheme for the training of executives and members of co-operative societies has been formulated by the Madras State Co-operative Union which will be in charge of the entire scheme. There will be ten training centres for each co-operative district served by a district co-operative bank which will be in charge of conducting the training programme in its area of operations. The

training will last for a period of seven days consisting of four hours of teaching work each day. In each centre, there will be a maximum of 40 trainees and a minimum of 30 trainees. Only two trainees will be selected from each society. There will be two lecturers in charge of each centre, while special lecturers may be invited to deliver lectures at least twice in a week. Audio-visual education is expected to form an integral part of the training scheme. The trainees will be paid a remuneration of Rs. 5 per diem and each trainee will be paid a stipend of Rs. 35 in the aggregate on the completion of the training programme. It is also proposed to establish a central training centre at Madras for training the lecturers in charge of the centres.

The total estimated expenditure for 160 centres proposed to be set up for training 6,400 trainees in a period of four months is stated to be of the order of Rs. 5 lakhs.

3. West Bengal

Under the scheme, it is proposed to expand gradually the existing training facilities for the secretaries, panchayatdars and members of rural societies. At present, there are two peripatetic units for the whole State. For the first two years, they expect to organise four units and after two years two more units. During the fifth year, two more units will be organised. Each of these peripatetic units will consist of a Senior Inspector and an Auditor Instructor whose work will be guided, controlled and supervised by an officer-in-charge. The officer-in-charge, in addition to the above duties, is proposed to be employed as a part-time lecturer of the Training Institute for subordinate personnel and will also look to the Extension Service as contemplated in the reorganisation scheme of the Co-operative Training Institute.

Training centres will be located in suitable places and the present one week's course will be extended to six weeks' course. Each unit will hold four courses during the six months of slack season and during the tight seasons, the units will be employed in Co-operative Extension Service. Forty trainees will be admitted in each course and each unit will train 160 trainees in a year. A subsidy at the rate of Re. 1 per head per diem will be given to each trainee, in addition to travelling expenses to the centre and back and supply of necessary books.

The estimated total expenditure on the scheme is shown below:

	Rs.
1st and 2nd year (4 units)	65,842
3rd and 4th year (6 units)	1,24,338
5th year	1,62,834

The Central Government is expected to be approached to subsidise the additional expenditure on the above as follows:

					Rs.
1st and 2nd year	68,000
3rd and 4th year	1,06,000
5th year	1,45,000

The Standing Sub-Committee is requested to indicate the line of action to be taken in regard to the above three schemes.

NOTE IX

CONSIDERATION OF A REQUEST FROM THE DIRECTOR, INDIAN INSTITUTE OF ECONOMICS, HYDERABAD (DN.), FOR FINANCIAL ASSISTANCE FOR CONDUCTING THE POST-GRADUATE COURSES IN CO-OPERATION

On the 22nd April 1955 the Director of the Indian Institute of Economics, Hyderabad, addressed a letter to the Economic Adviser to the Reserve Bank of India, in connection with the establishment of a Co-operative Training School in Hyderabad under the auspices of the Central Committee for Co-operative Training. The Director felt that the establishment of such a school would lead to the closure of the Diploma Course in Co-operation conducted by the Institute as there would be no room for two Co-operative Colleges in Hyderabad. The Institute has been recognised by the Universities of Mysore and Bombay for post-graduate work. Occasionally, it has been entrusted with specialised research and survey projects and at present it is conducting the Hyderabad Urbanization Survey sponsored by the Planning Commission at an estimated cost of Rs. 54,000. As a normal activity, the Institute runs a post-graduate two-year Diploma Course in Co-operation for which the Hyderabad Government gave grants-in-aid during 1953-54 and 1954-55. This grant was, however, stopped subsequently as the Government felt that post-graduate diploma courses like those conducted by the Institute fell within the purview of the Hyderabad University. But the State Government were pleased to continue the original grant of Rs. 6,000 per annum for cultural activities. The syllabus of the course comprises Rural Economics, Co-operation, Co-operative Banking, Book-keeping and Accountancy and Co-operative Law. The Director, therefore, requested that, in view of the antecedents and equipment of the Institute, the graduate and post-graduate courses in Co-operation might be entrusted to it by the Central Co-operative Union, Hyderabad, due representation being given to the Union and the Co-operative Department on the Governing Body of the Institute. The request was referred to the Chairman of the Standing Sub-Committee who desired that the views of the Registrar of Co-operative Societies, Hyderabad, might be obtained on the issue.

2. The Registrar replied to us stating that the Central Co-operative Union, Hyderabad, was the apex body for the promotion of Co-operation in the State, that it was conducting training classes in Co-operation for the last 25 years and that the training school for subordinate co-operative personnel was proposed to be reorganised by suitably modifying the class 'A' training which was being conducted at present by the Union. The co-operative societies in the State contributed towards the "education fund" of the Union, which also received subsidies from the Government. As in other

States, the responsibility for conducting training classes lay with the apex union which was technically more qualified to run the proposed training school. The Registrar was, therefore, of the view that the suggestion made by the Director was not in keeping with their policy in regard to co-operative education and that, therefore, it need not be accepted. This issue appears also to have been discussed on the 5th May 1955 at a meeting with the Minister for Co-operation, Hyderabad, at which the Director of the Institute was present and it was decided that the existing arrangements for co-operative education should continue.

3. Subsequently, on the 7th May 1955, the Director of the Institute addressed a letter to the Chairman of the Central Committee for Co-operative Training on the same subject stating that the scope of the proposed school for the training of subordinate personnel to be started in the Hyderabad State would be very narrow and confined to departmental non-gazetted personnel and it could never expect to meet the needs of co-operative education for the whole State including the general public. He, therefore, made four specific proposals as follows:

(i) Making a grant of 50 per cent towards the expenses involved in the post-graduate Diploma Course in Co-operation in the Institute from the funds available with the Central Committee for Co-operative Training.

(ii) Suggesting to the Central Co-operative Union, Hyderabad, that the Union might make a reasonable grant to the Institute for conducting the above course, with suitable terms for association in management, etc.

(iii) Recognition of the Diploma Course by the Central Committee or the All-India Co-operative Union, and

(iv) Writing to the Minister for Rural Reconstruction, Government of Hyderabad, recommending that the Government may continue to make reasonable grants to the Institute.

4. The above proposals are discussed below:—

(i) The Central Committee for Co-operative Training, jointly constituted by the Government of India and the Reserve Bank of India, is responsible for carrying out schemes of training the co-operative personnel of various categories and funds are allotted to them for executing such schemes. Though the terms of reference of the Committee lay down its function as "advising the Government of India and the Reserve Bank in regard to the steps taken to promote co-operative training and education in the country," and might enable to recommend to the Reserve Bank or the Government the payment of a grant as requested, it is for consideration if it would do so when a course for the higher personnel is being

conducted by it at the Co-operative Training College, Poona, and when, if necessary, such facilities are likely to be expanded either at the same or other centres.

(ii) The question of recommending grants by the Central Co-operative Union in Hyderabad to the Institute is purely an internal affair which can be decided by the State Government and the Union. It may not be proper for the Committee to interfere in these matters.

(iii) As regards the request that the Central Committee may recognise the Diploma Course in Co-operation conducted by the Institute, it may be pointed out that the Central Committee is a body constituted for carrying out certain definite plans for the organisation of training arrangements in the country. It is not an institution for recognising any diploma courses conducted by any schools or colleges in the country. In this connection, it may also be recalled that a similar request from the Travancore Co-operative Training College, Trivandrum, which was conducting the Higher Diploma Course, was not accepted by the Committee. As regards the recognition of the Diploma Course by the Hyderabad Co-operative Union, we have to request him to approach the Union itself.

(iv) As regards the request that the Chairman of the Central Committee may write to the Minister-in-charge of Rural Reconstruction, Government of Hyderabad, it may not be proper on the part of the Committee to make any recommendations on a purely internal matter on which the State Government are competent to take a decision.

The Standing Sub-Committee is requested to indicate the line of action to be taken in this regard.

NOTE X**CONSIDERATION OF THE PROPOSALS FROM THE REGISTRAR OF CO-OPERATIVE SOCIETIES, ANDHRA, TO ARRANGE FOR THE TRAINING OF PERSONNEL OF CO-OPERATIVE MARKETING SOCIETIES AND LAND MORTGAGE BANKS****A. *Consideration of the training scheme for the personnel of the co-operative marketing societies***

The Registrar, Co-operative Societies, Andhra, has submitted a separate scheme for the organisation of a short course on co-operative marketing for the existing personnel of the Co-operative Departments and co-operative institutions to be conducted at the Regional Co-operative Training Centre for the intermediate personnel at Madras (Appendix 26). The point raised is that for personnel with knowledge of co-operative theory and practice and with field experience, a long course of 12 months or a large course of theoretical instruction in the classroom is not required. In view of the special emphasis laid on co-operative marketing in the Second Five Year Plan the personnel in charge of this should be specially equipped for the job. Therefore, he has suggested that a special course of a duration of 4½ months be organised to meet the immediate need. The salient features of the scheme are:—

- (1) Minimum theoretical instruction by experts for a period of 1½ months on marketing and allied subjects.
- (2) Practical training extending to a period of three months which will include visits to important marketing centres and societies functioning in Andhra and Madras as well as in some of the neighbouring States such as Bombay, Mysore and Madhya Pradesh.
- (3) A Deputy Registrar may be in charge of the practical training so that when this person reverts to the department, he will also have sufficient experience.
- (4) The expenditure on this training scheme including stipends at the rates granted to the trainees at the Regional Training Centre will be met by the Reserve Bank.

2. The scheme as envisaged by the Registrar will be useful to get the trained personnel immediately needed for the marketing societies that are to be reorganised or are to be organised under the Second Five Year Plan. No doubt, the Registrar has suggested the scheme for his State but it is likely that many other States will be prepared to take advantage of such a short-term

course. This course will in no way bypass the regular training of 11 months' duration given at the Regional Training Centre since the latter is intended for persons who have had no basic training.

3. In all, about 112 persons are required to be trained in Andhra. It is proposed that these persons may also be paid stipends at the rates paid to the trainees of the Intermediate Course, namely, Rs. 50 per candidate per month while at the training centre and Rs. 120 per month per candidate while on practical training outside the place of the training centre. The total amount that would be required to be paid to these persons will come to Rs. 48,720 worked out as under:

	Rs.
(i) Stipends for 112 persons while at the training centre for 1½ months at Rs. 50 per month per candidate	8,400
(ii) Stipends for the above persons while on practical training outside the place of the training centre at the rate of Rs. 120 per month per candidate for three months ...	40,320
Total ...	48,720

4. It is not clear from the scheme submitted by the Registrar whether we should pay the travelling allowance also to these candidates at the rates admissible to the intermediate trainees during their practical training. If that is taken into consideration, then the amount of expenditure involved for paying travelling allowance would be of the order of Rs. 22,400, at the rate of Rs. 200 per candidate.

5. The Registrar has suggested that this course may be instituted at the Madras Regional Training Centre during 1955-56 itself. The scheme is submitted to the Committee for consideration and their views are solicited in the matter.

B. Consideration of the scheme for the training of the co-operative personnel in land mortgage banking

The scheme prepared by the Registrar of Co-operative Societies, Andhra, with regard to the training of the co-operative personnel in land mortgage banking is enclosed (Appendix 27) for the consideration of the Standing Sub-Committee. It will be observed therefrom that the Registrar has suggested a scheme for short-term practical training for the staff of the central and primary land mortgage banks and of the Co-operative Sub-Registrars in charge of co-operative land mortgage banks. The course is

intended for persons who have already undergone the basic training in the Subordinate Training School in the State. According to the proposal submitted, these candidates need not be given theoretical instructions but be given only practical training for a period of 4½ months. It is suggested that they will have a common course of practical training along with the candidates undergoing regular training at the Regional Training Centre at Madras. The total requirements of such personnel for Andhra has been estimated at 50 and it is proposed that they may be taken in batches of 10 each year. Stipends and travelling allowance will be given at the same rates as are allowed to the regular trainees of the Regional Centre. The total expenditure involved in this connection would be of the order of about Rs. 10,000 per year for training 10 candidates.

The Committee's views are requested in the above connection.

NOTE XI

CONSIDERATION OF THE QUESTION OF REFUND OF STIPENDS IN THE CASE OF CANDIDATES WHO LEAVE THE TRAINING CENTRES BEFORE THE COMPLETION OF TRAINING OR IN THE CASE OF THOSE WHO ARE ASKED TO GIVE UP TRAINING

On 26th April 1955 the Registrar of Co-operative Societies, Bihar, addressed a letter to the Principal, Regional Co-operative Training Centre, Pusa, requesting him to direct seven trainees to leave the Centre immediately as they had appeared for the Bihar Public Service Commission examination without permission from proper authority. These inspector-trainees were deputed by the Co-operative Department, Bihar, for training in the Intermediate Training Course at Pusa which commenced from the 15th November 1954. The Principal requested us for instructions in this regard and a telegram was, therefore, sent to the Bihar Registrar asking him to advise whether stipends and allowances so far paid to the trainees would be recovered by him. The Registrar wrote to us saying that the candidates in question were selected for training at the Co-operative Training Centre, Pusa, on the basis of a combined competitive examination held by the Public Service Commission, Bihar. These candidates were told that on successful completion of their training, they would have to serve the Co-operative Department for three years unless their services were dispensed with by the Department during the period and further that any person failing to comply with this condition would have to refund the cost spent over his training. However, it was not made clear to them that they would not be permitted to apply for any post or to appear for any examination conducted by the Public Service Commission during the course of their training. The Registrar was of the opinion that it would be difficult to maintain discipline if a trainee appeared for an examination without prior permission from the Department, and further, that if he were to apply his mind on studying for the examination, he could not obviously devote his full attention to the training. It was, therefore, decided that all such trainees as had appeared for the examination without permission, might be asked to leave the Centre. They could not, according to the Registrar, be asked to refund the cost of training because they had not left the Centre of their own accord. However, it was proposed to incorporate in future as one of the conditions of training that no trainee would be permitted during the course of training to appear at any examination or to apply for any other post and that if he did so, he would be liable to refund the cost of training.

2. Subsequently, one of the trainees declared in writing that he did not appear for any examination and five others tendered apologies and they were readmitted to the Centre with the permission of the Registrar. One candidate, however, refused to tender an apology and he was accordingly asked to leave the training centre.

3. The question that has come up now is whether we should ask the Registrar for the refund of stipends in the case of this candidate. In view of the Registrar's letter to the effect that the candidate is not leaving the Centre of his own accord and that according to the present terms, he is not liable to make any refund, it would, perhaps, be fruitless to pursue the matter further.

4. In this connection, it may be stated that in regard to refund of stipends, we had issued a circular imposing the financial responsibility for refunds on the respective employers in the event of their recalling the candidates. Again, in our recent circular in connection with the ensuing Senior Officers' Training Course at Poona, we have imposed a condition that if any candidate leaves the Centre of his own accord, he would be liable to refund the stipends and allowances paid to him. However, the case of the Bihar candidate does not appear to be covered by either of these two categories. It is, therefore, suggested that we may issue a circular to all State Governments making it clear that in the event of a candidate leaving a training centre for reasons other than recall by the State Government, i.e., for reasons such as disciplinary action taken or any personal grounds, he would be liable to refund the stipends, etc., received by him. It is further suggested that we may, at the time of the admission of each candidate, get a bond signed by every trainee in favour of the Principal, making it obligatory on the trainee to refund stipends and allowances in case he leaves the centre before the completion of training except in the event of recall by his employer. In Madras candidates selected for appointment as junior or senior inspectors who undergo training at the Central Institute have to execute a bond (Appendix 28) in favour of the Governor for refund of stipends and allowances received if certain conditions are not fulfilled. The bond to be executed by the trainees under our schemes may be on similar lines and the form can be decided in consultation with the Legal Division if the Standing Sub-Committee approves the principle.

NOTE XII**PROVISION OF FUNDS FOR CO-OPERATIVE TRAINING, EDUCATION, RESEARCH AND EXPERIMENTS—PROPOSALS FOR THE SECOND FIVE YEAR PLAN**

Text of a circular received from the Ministry of Food and Agriculture, Government of India, on the above subject, is given below for the information of the Sub-Committee.

One important reason why co-operatives have not progressed satisfactorily or fast enough in the country has been due to the lack of personnel properly educated and trained in co-operative principles and practices. Further, co-operative expansion is a continually evolving process in which new forms of activity and methods of operation will have to be constantly tried out on an experimental basis before they are prescribed for general adoption. Accordingly under the First Five Year Plan a sum of Rs. 50 lakhs has been earmarked, of which Rs. 10 lakhs is intended for co-operative training and Rs. 40 lakhs for co-operative experiments.

An integrated scheme of co-operative training has been formulated for the different categories of personnel employed in co-operative departments and institutions in the different States. The scheme has been prepared by the Central Committee for Co-operative Training set up jointly by the Reserve Bank and the Ministry of Food and Agriculture in the Government of India. Under the scheme arrangements have been made for the training of higher grade co-operative personnel at the Co-operative Training College at Poona and persons employed in the intermediate category of service at five Regional Training Centres which are being opened in the different parts of the country. The entire expenditure for these arrangements for the training of the higher and intermediate category of employees is being met by the Reserve Bank of India. These arrangements may be expected to continue in the next five-year period also.

The training of the subordinate category of personnel is considered to be primarily the responsibility of State Governments, but is felt that unless financial assistance is given to the State Governments, the arrangements for the purpose will not materialise quickly and to the required standard. The sum of Rs. 10 lakhs has, therefore, been used for providing such financial assistance to the State Governments for reorganising the existing arrangements for the training of co-operative subordinate personnel and extending facilities in this direction. The Central assistance is confined to meeting half the expenditure on certain items like payment of staff, stipends to trainees, travelling allowance of trainees and equipment of a satisfactory library, the other half being expected to be borne by the State Governments. It has been estimated that Central

expenditure in this direction is likely to be of the order of Rs. 8 lakhs a year, or Rs. 40 lakhs during the five-year period.

In addition to the requirements for the training of the normal personnel employed in co-operative departments and institutions, a need has arisen for imparting co-operative training to officers employed in Community Projects and National Extension Service Blocks for the furtherance of co-operative activities in the areas. A scheme for the opening of eight training centres for the purpose has already been formulated and is expected to be put into operation shortly. The total cost of the scheme for running the eight training centres is estimated at Rs. 52 lakhs for the five-year period.

Apart from the general training in Co-operation the organisation of short training classes of a specialised kind for meeting the needs of expert staff in such fields as co-operative marketing, processing, warehousing, consumers stores, etc., would be necessary if the co-operatives are to compete successfully with organised private interests in production, business and trade. There are at present about 36,000 primary agricultural non-credit societies of all types, besides central institutions. Not all of them would require expert personnel of the kind mentioned above, but arrangements may have to be provided for training of about 1,000 to 1,500 persons a year in various categories of work. Part of the cost of such training would no doubt be met by the State Governments, but it might be advisable for the Central Government to provide a sum of Rs. 5 lakhs a year or Rs. 25 lakhs for the five-year period for the purpose.

One of the important items of development which will have to be taken up in the second five-year period will be encouragement of co-operative farming on a wider scale than at present. Central assistance for co-operative farming has been confined to the meeting of part of the expenditure on the supervisory and administrative staff employed for the work. Very few schemes have come up for such assistance, however, as the technique of co-operative farming has not been properly understood and its value as a means of increasing the operative efficiency of the production unit hardly appreciated. It is necessary to make more determined efforts in this direction, as otherwise most of the ameliorative reforms intended for the small submarginal cultivator are not likely to bear full fruit. The main difficulty which has stood in the way of the adoption of co-operative farming on a wide scale has been the lack of trained personnel for the organisation and proper running of co-operative farms. The persons engaged in this work will have to be given specialised training in such subjects as farm management, farm accountancy, etc., besides technical knowledge in the actual conduct and administration of such undertakings. It may be expected that

about 250 to 300 persons will have to be trained during the five-year period in the management and running of such farms. A separate provision of Rs. 5 lakhs, of which about Rs. 2 lakhs will be non-recurring, will have to be provided for the five-year period for this purpose.

The scheme for the training of members and office-bearers of co-operative societies has not yet been finalised by the Central Committee for Co-operative Training. The scheme is expected to be put into operation through the All-India Co-operative Union and State co-operative unions and institutes. Financial assistance for this purpose may amount to about Rs. 6 lakhs a year or 30 lakhs of rupees for the five-year period. There has been demand for permanent accommodation to house the training institutions from a number of States. It may, therefore, be necessary to provide for a sum of Rs. 2 crores as non-recurring expenditure for the purpose for the next five-year period.

Allied to co-operative training, education and propaganda is the need for research and experiments in the co-operative field. The First Five Year Plan had made a provision of Rs. 40 lakhs for co-operative experiments. As stated earlier, assistance from this provision has been confined to meeting part of the charges for supervision and administration of co-operative farming schemes. Very little has been spent so far from this provision as the States had not formulated any definite schemes in this direction. It is, however, felt that experimentation in co-operative activities is not merely required in co-operative farming field but is capable of being tried in other fields as well. Since the approaches to co-operative activity are diversified, controlled experiments in different directions can lead to new forms of co-operative organisations better fitted to satisfy expanding requirements. It will also be necessary that the new experimental scheme should have as an organic part a provision for assessing progress and for research. Considering the field to be covered, it would be necessary to make a provision of a sum of Rs. 1 crore for assisting co-operative experiment and research as part of an extended scheme of co-operative education and propaganda and co-operative expansion.

ANNEXURE

	(Rupees in lakhs)	
	<i>Expenditure on schemes which will be continued from 1st Five Year period</i>	<i>New schemes</i>
1. Cost for training of subordinate personnel of co-operative institutions and departments	40	—
2. Cost of 8 courses for training of staff of extension service	—	52
3. Training of members and office-bearers of co-operative societies and education of the public	—	50
4. Cost of short training course for specialised work in co-operation	—	25
5. Training in running co-operative farming societies	—	5*
6. Construction of buildings for training institutions	—	200†
7. Co-operative experiments and research..	—	100
Total ..	40	432

PROPOSALS FOR THE SECOND FIVE YEAR PLAN

1. Name of scheme .. Co-operative Training, Education, Research and Experiments.
2. Objectives .. To overcome the shortage of qualified and trained personnel in the various categories.
3. General particulars:
 - (a) Proposed date for starting the scheme .. 1956-57
 - (b) Expected date of completion 1960-61
 - (c) Area of operation Throughout the country

* Of which 2 will be non-recurring.

† Non-recurring.

4. *Targets:*

- (a) General description. Besides organising training programmes for the staff required for co-operative marketing societies, warehousing, much greater attention would be devoted to experiments in co-operative farming.
- (b) Targets in terms of physical units. Detailed targets have not been worked out. These would follow at a later stage.

5. *Estimated cost:*

(a) Central Governments share	Rs. 4.32 crores.
(b) State Governments share	Rs. 1.00 „
(c) Total	Rs. 5.32 „

6. *Details regarding Central assistance to States:*

(a) Loans	Rs. 1.5 crores.
(b) Grants and subsidies	Rs. 2.32 „
(c) Total	Rs. 4.32 „

- (d) *Principles for giving assistance.* The cost of some of the training schemes such as training personnel required for running warehouses may have to be met entirely by the Government of India. But for co-operative experiments, the State Governments would be expected to contribute about 50 per cent for supervisory and technical staff.

7. *Annual receipts, if any* Nil

8. *Employment*

(a) Administrative and clerical personnel	Rs. 100
(b) Technical	Rs. 50
(c) Skilled workers	}	Rs. 100
(d) Unskilled workers		

The above figures relate only to the staff which would be required for teaching at the various institutions.

The target of employment that would be provided by warehouses, processing factories, has been indicated under the main scheme. The employment potential for co-operative farming schemes is being worked out.

9. Remarks:

- (a) *Relationship to the schemes under the First Five-Year Plan:* In the First Five-Year Plan a sum of Rs. 10 lakhs has been provided for training subordinate co-operative personnel. This scheme would continue in the second plan. For this Rs. 40 lakhs has been provided.
- (b) *Relationship to other schemes, if any:* This scheme would have to be integrated with the scheme regarding co-operative marketing, warehousing and credit.
- (c) *Nil*
- (d) *Nil*
- (e) *Nil*

(These are the enclosures referred to in para (2) of the letter No. F. 9-5/Coop. dated 5th May 1955 of the Government of India, Ministry of Food and Agriculture.)

NOTE XIV**CONSIDERATION OF THE PROPOSAL OF THE DIRECTOR OF INDUSTRIES, GOVERNMENT OF MADHYA BHARAT, FOR THE SETTING UP OF A SECOND SCHOOL IN THE STATE FOR THE TRAINING OF SUBORDINATE STAFF OF INDUSTRIAL CO-OPERATIVES**

The Director of Industries, Government of Madhya Bharat (who is in charge of industrial co-operatives), has forwarded to us a copy of a scheme submitted by him to the State Government for the setting up of an additional school for training the subordinate staff proposed to be employed in industrial co-operatives. About 1,000 industrial co-operatives are proposed to be organised in the State during the Second Five Year Plan. The school expected to start functioning in 1957-58 is intended primarily to train persons required to man the industrial co-operatives.

2. The number of candidates to be trained annually and the duration of the course, etc., are in conformity with our scheme of training the subordinate personnel, while other particulars regarding the syllabus, teaching staff, minimum qualification for admission to the school, etc., have not been made available. The syllabus is not given but it is presumed that while it will include the subjects approved for training subordinate personnel, special emphasis will be laid on the theoretical and practical training in industrial co-operatives.

3. The financial estimates furnished under the scheme give an overall expenditure amounting to Rs. 94,654 over the school. If the shareable and non-shareable items of expenditure are worked out, the Central Government subsidy in respect of 50 per cent of shareable items would, perhaps, be of the order of Rs. 35,874.

4. The one point of difference between this scheme and our scheme for the training of subordinate co-operative personnel is that this scheme will work under the Director of Industries and not the Registrar of Co-operative Societies. But this is due to the fact that in Madhya Bharat industrial co-operatives are under the Director of Industries. If the Standing Sub-Committee desires to consider the scheme and make financial assistance available to the proposed school, we may ask for further details in this regard from the State Government.

NOTE XV

SUPERVISORY CONTROL OVER THE SUBORDINATE SCHOOLS FOR WHICH THE GOVERNMENT OF INDIA HAVE SANCTIONED SUBSIDIES ON OUR RECOMMENDATIONS

As regards the mode of placing the funds at the disposal of the State Governments, in connection with the training schemes for the subordinate co-operative personnel, the Standing Sub-Committee at its last meeting held on 22nd April 1955 discussed informally whether it would not be feasible to place the funds at the disposal of the Standing Sub-Committee. Its views were communicated to the Government of India when we recommended the schemes received for training the subordinate staff in Travancore-Cochin, Punjab, Orissa, Madhya Bharat and Rajasthan. The Government of India have communicated their sanction to the State Governments concerned authorising them to draw the amounts.

2. This, however, does not and should not mean that the Central Committee would not have to exercise the necessary supervision and control over the training schools. Officers of the Reserve Bank of India will have to inspect the training arrangements, the standards of teaching and to see whether the syllabus prescribed by the Committee is being adhered to. They will have also to audit the accounts of the schools wherever they are not bodies registered under the Co-operative Societies Act. As a result of inspection or audit perhaps the Committee might have to consider the curtailment of the grant in cases where the schools do not come up to its standards.

3. While, therefore, the Committee may not have any objection to the Government of India placing the funds directly at the disposal of the State Governments, the rights of the Committee to inspect and audit the accounts of the schools should be made clear both to the Government of India and the State Governments. If the Standing Sub-Committee approves, the Government of India will be informed accordingly so that in future they will make this position clear to the State Governments while communicating the sanction of funds to them.

PROCEEDINGS OF THE EIGHTH MEETING OF THE
STANDING SUB-COMMITTEE OF THE CENTRAL COM-
MITTEE FOR CO-OPERATIVE TRAINING HELD ON THE
7TH JULY 1955 AT THE RESERVE BANK OF INDIA,
BOMBAY

The eighth meeting of the Standing Sub-Committee of the Central Committee for Co-operative Training was held under the chairmanship of Prof. D. G. Karve, on the 7th July 1955, at the Reserve Bank of India Building, Bombay. The following members were present :

1. Prof. D. G. Karve (*Chairman*)
2. Shri B. Venkatappiah (*Member*)
3. Shri J. C. Ryan (*Member-Secretary*)

Shri M. P. Bhargava, Adviser in Co-operation, Ministry of Food and Agriculture, Government of India, attended the meeting on behalf of Shri R. S. Krishnaswamy, I.C.S., Joint Secretary to the Government of India, Ministry of Food and Agriculture.

ITEM 1: REVIEW OF PROGRESS MADE IN THE VARIOUS CO-OPERATIVE
TRAINING CENTRES

(1) *Senior Officers' Training Course*

The Note on the subject was recorded.

(2) *Regional Co-operative Training Centres for Intermediate Personnel*

(i) *Western Zone—Poona Centre*

The Sub-Committee noted with satisfaction that the new session of the Intermediate Training Course had commenced at the Poona Centre from 1st July 1955, with a full complement of 45 trainees.

(ii) *Southern Zone—Madras Centre*

While considering the Note on the subject, the Chairman observed that both Madras and Andhra States had not proposed any candidate from their Departments for training at the Centre. The Committee took note of the fact that in both the States, candidates joining the subordinate ranks of the Department were given an intensive training of 11 months in local institutes run by the Government. In view of this, perhaps, the Registrars did not consider the training of 11 months at the Centre necessary for intermediate personnel. But it was considered that direct recruits to intermediate ranks would require training in the Regional Institute. It was also for consideration what additional training an officer promoted to intermediate status should have, to equip himself for his higher

responsibilities. In view of the more specialised fields of activity in which officers of the departments have now to operate, the prospect of arranging special short-term courses is also not ruled out. With a view to assessing the exact needs and possibilities in these respects, it was decided to convene, at an early date, a meeting of the Registrars from Andhra, Bombay, Hyderabad, Madras and Orissa to review the situation.

Recovery of stipends paid to Shri B. L. Sharma, a trainee of the Intermediate Training Course at the Regional Centre, Madras

The Sub-Committee agreed that under the circumstances indicated in the Note on the subject, we need not pursue the matter with the Madhya Bharat Government for the recovery of the amounts paid to Shri Sharma by way of stipend and travelling allowances.

Sanction of additional expenditure for the supply of dining tables and benches to the Hostel attached to the Training Centre, Madras

The Sub-Committee approved the proposal to incur an additional expenditure not exceeding Rs. 600 on this account under "Dead stock."

(iii) *Eastern Zone—Pusa Centre*

The Note on the subject was recorded.

(iv) *Central Zone—Indore Centre*

The Sub-Committee noted with satisfaction the steps taken in the matter of organising a Regional Centre for the Central Zone at Indore and authorised the Member-Secretary to pursue the matter with the Government of Madhya Bharat.

(v) *Northern Zone—Meerut Centre*

It was agreed that steps for forming the Local Committee might be deferred until the buildings for the centre and hostel were ready for starting the Centre at Meerut.

ITEM II: TRAINING OF SUBORDINATE PERSONNEL OF THE CO-OPERATIVE DEPARTMENTS AND CO-OPERATIVE INSTITUTIONS IN THE VARIOUS STATES—GRANT OF FINANCIAL ASSISTANCE

The Note on the subject was recorded.

Admission of candidates to the Subordinate Training Schools when they are not matriculates

The Sub-Committee agreed with the suggestions made in the Note that, while ordinarily only matriculates could be admitted to the schools, an exception might be made in the case of those non-matriculates who had put in at least three years' service in either the Co-operative Department or any co-operative institution.

Further, it was felt that so far as future recruitment to the Co-operative Departments and co-operative institutions was concerned, the States might be advised that possession not only of a minimum academic qualification but also of a rural background and training at a recognised co-operative training school should be laid down as essential qualifications. This suggestion might be placed before the Standing Advisory Committee on Agricultural Credit.

ITEM III: PROGRESS REPORT OF THE TRAINING OF BLOCK LEVEL CO-OPERATIVE OFFICERS OF THE NATIONAL EXTENSION SERVICE BLOCKS IN THE VARIOUS STATES

The Note on the subject was discussed in detail. It was felt that in view of the need for implementing the schemes without delay, steps might be taken to organise training centres in select places where buildings were readily available, if necessary, even by a regrouping of the States.

As regards the proposal from the Government of Saurashtra to locate the Training Centre in a portion of the Commerce College Building, the Sub-Committee thought that it would not be desirable to locate the centre in premises shared by other institutions. The Member-Secretary was authorised to visit the place and see personally whether any other suitable building was available either in Bhavnagar or in any other suitable place.

While accepting the principle underlying the proposals from both Madras and Andhra that an intensive course of 11 months' duration was not necessary for those Block Level Co-operative Officers who had already undergone an intensive training at the Central Co-operative Training Institutes run by these two States and who had put in about four or five years' service in the Department, the Sub-Committee was prepared to consider arranging a reorientation course of three or four months for candidates from these two States, provided they agreed to have a common school for that purpose. The Sub-Committee favoured Tirupati for locating the school, as a training school for the subordinate co-operative personnel was already located there and as it would be easy to find suitable buildings for that purpose there. The Sub-Committee did not favour the idea of organising an independent school for each State as that would not be an economic proposition. It was agreed that before a decision was taken, the views of the Registrars might be ascertained in the proposed conference to be held shortly.

The Sub-Committee was of the view that both Hyderabad and Mysore might be addressed to ascertain whether they would make suitable buildings available readily for locating a Block Development Officers' Training School in the South. If any one

of them agreed, a centre might be located in that State for these as well as for Coorg and Travancore-Cochin States. This would necessitate some re-grouping of the States. The Adviser in Co-operation offered to communicate with the States concerned as he had visited the States in that connection along with Shri Krishnaswamy.

It was also pointed out by the Sub-Committee that the Government of Hyderabad might be advised to depute only senior inspectors to work as Block Level Officers in the National Extension Service Blocks. The Member-Secretary was authorised to take up the matter with the Community Projects Administration.

It was also decided by the Sub-Committee to start the proposed centre at Kotah in Rajasthan as early as practicable, since the building known as Brij Bilas Palace was found suitable for the purpose, subject to the condition that the extra cost of Rs. 50,000 was met by the State Government. The proposed centre would serve the needs of the States of Madhya Pradesh, Rajasthan, Ajmer, Madhya Bharat and Bhopal.

As soon as arrangements regarding the location of a training centre at a particular place were complete, steps should be taken to constitute Local Committees for each centre, comprising the following persons:—

1. The Development Commissioner (or his nominee) of the State where the centre would be located
2. The Registrars of Co-operative Societies of the States in the group
3. An educationist
4. One or two non-officials, i.e., heads of non-official apex institutions.

The membership of the Local Committee might be restricted to five or seven.

The Principal of the Centre might as far as possible be selected from among senior Deputy Registrars of the State where the centre would be located, while other lecturers might be drawn from the Co-operative Departments in the other States in the group. Part-time lecturers might be appointed from among local colleges.

The Sub-Committee decided to request the Government of India to place the necessary funds for the training of Block Level Officers, at the disposal of the Central Committee for Co-operative Training which would be responsible for the management of the training centres and have an overall control over them.

The Sub-Committee favoured the principle of locating the centre for training Block Level Co-operative Officers in the same place in which arrangements for training other categories of officers belonging to the National Extension Service Blocks already existed. At present, there appeared to be few prospects of adopting this principle in practice owing to the difficulty of finding additional buildings required for the purpose. If, at any time in future, suitable buildings became available, the Sub-Committee would welcome the transfer of the training centres for the co-operative officers also to the place where the other officers were being trained, with a view to bringing about a closer contact between the various categories of officers for the Extension Blocks.

In order to facilitate the location of the training arrangements for all types of Extension Officers at one place, the Government of India might be requested to undertake the necessary building programme at as early a date as possible.

ITEM IV: CONSIDERATION OF THE LOCATION OF THE TRAINING CENTRE FOR THE BLOCK LEVEL CO-OPERATIVE OFFICERS AT UTTARPARA IN WEST BENGAL

The suggestions contained in the Note for the location of the training centre at Uttarpara in West Bengal and for the re-grouping of the States were approved. This centre would serve the needs of officers deputed by West Bengal, Assam, Tripura, Manipur and the North East Frontier Agency. The Member-Secretary was authorised to pursue the matter with the Government of West Bengal.

ITEM V: CONSIDERATION OF THE LOCATION OF THE TRAINING CENTRE FOR THE BLOCK LEVEL CO-OPERATIVE OFFICERS AT GOPALPUR-ON-SEA IN ORISSA

The suggestion contained in the Note for locating the training centre in Yatton Hall at Gopalpur-on-Sea in Orissa to serve the needs of the States of Orissa and Bihar was approved by the Sub-Committee. The Member-Secretary was authorised to take further steps in the matter.

ITEM VI: CONSIDERATION OF THE PROCEEDINGS OF THE LOCAL COMMITTEE MEETINGS OF THE REGIONAL CO-OPERATIVE TRAINING CENTRES (MADRAS AND PUSA)

A. *Proceedings of the Local Committee Meeting of the Regional Co-operative Training Centre, Madras, held on 3rd May, 1955*

Resolution No. 2

The Sub-Committee approved the appointment of Shri K. R. Padmanabhan, Co-operative Sub-Registrar, as lecturer in the Regional Co-operative Training Centre, Madras, in place of

Shri A. Samuel. It, however, felt that as far as the subject of Book-keeping and Accountancy was concerned, it should be handled by a non-official, say, a College Professor who has actual teaching experience in the line, on a part-time basis.

As regards the appointment of a whole-time lecturer for land mortgage banking, the Sub-Committee suggested that in view of the possibility of organising special courses for intensive practical training in land mortgage banks, marketing, etc., it was not necessary to make an intensive study of land mortgage banking a general subject of study as suggested by the Local Committee and, therefore, it was not necessary to appoint a full-time lecturer for that subject. The existing arrangements might, therefore, continue during this session also: that is to say, a part-time lecturer would continue to handle land mortgage banking.

As regards the decision of the Local Committee that "Co-operative Audit" should be a compulsory subject and that "Departmental set-up" might be a part of the syllabus in Co-operation, the Sub-Committee was of the view that as "Co-operative Audit" was a compulsory subject taught at the Central Co-operative Training Institutes for the subordinate personnel in Madras and Andhra and as the candidates who were sent up for training in the Intermediate Training Course would have already studied the subject, it might remain as a special subject as decided by the Sub-Committee at their last meeting.

B. *Proceedings of the fifth meeting of the Local Committee of the Regional Co-operative Training Centre, Pusa, held at Patna on the 28th April, 1955*

Resolution No. 3

1. *Representation from Shri Shankerji*

The Sub-Committee regretted its inability to agree to the proposal of the Local Committee to refix the salary of Shri Shankerji, Lecturer, at Rs. 350 after the date of his retirement from Bihar Government service on 1st April 1955. He may, however, be allowed to draw Rs. 350 per month from the date of his joining the Centre till the date of his retirement from Government service.

2. *Representation from Shri M. V. Narayana Pillai*

The Sub-Committee approved the payment of joining travelling allowance of Rs. 188-10 to Shri Narayana Pillai, Lecturer, as a special case.

Resolution No. 4

Representation from the Head Clerk

The Sub-Committee approved the proposal that the Head Clerk might be given four advance increments in the scale of Rs. 120-8-200 plus a dearness allowance of Rs. 35 per month.

Resolution No. 5

The Sub-Committee felt that as it was too late to consider the proposal for starting an additional session this year, steps might be taken to start an additional session from 1st July 1956, along with the second session that would commence in November 1955.

ITEM VII: CONSIDERATION OF THE PROPOSALS OF THE GOVERNMENT OF ANDHRA IN REGARD TO THE FINANCIAL ASSISTANCE FOR THE TRAINING OF SUBORDINATE PERSONNEL

It was decided to postpone consideration of the scheme until the matter was discussed with the Registrar of Co-operative Societies, Andhra State, when he came for the Conference referred to earlier. The Committee, however, felt that while somewhat elastic view might be taken regarding the duration of the course, Central Government's share in stipends and travelling allowance would be restricted to the number of candidates to whom the State Government would give these and to Rs. 20 per candidate per month for stipend and Rs. 30 per candidate per course for travelling allowance.

ITEM VIII : CONSIDERATION OF TRAINING SCHEMES FOR NON-OFFICIAL CO-OPERATORS SUCH AS MEMBERS, PANCHAYATDARS AND DIRECTORS OF PRIMARY SOCIETIES—GRANTS OF FINANCIAL ASSISTANCE TO THE SCHEMES PREPARED BY THE BOMBAY, MADRAS AND WEST BENGAL STATES

The Standing Sub-Committee noted the schemes submitted by the Bombay, Madras and West Bengal States and decided that consideration of such schemes might be postponed.

ITEM IX: CONSIDERATION OF A REQUEST FROM THE DIRECTOR, INDIAN INSTITUTE OF ECONOMICS, HYDERABAD (DN.), FOR FINANCIAL ASSISTANCE FOR CONDUCTING POST-GRADUATE COURSE IN CO-OPERATION

The Sub-Committee was of opinion that there was no room in the present schemes of co-operative training, sponsored by the Central Committee, for participation by an institute like the Indian Institute of Economics, Hyderabad (Dn.). It was agreed that the Member-Secretary should write suitably to the Director, requesting that if he had any further proposals which appeared to fit in with the Committee's programme, the same might be communicated to the Committee through the Registrar of Co-operative Societies, Hyderabad (Dn.).

ITEM X: CONSIDERATION OF THE PROPOSALS FROM THE REGISTRAR OF CO-OPERATIVE SOCIETIES, ANDHRA, TO ARRANGE FOR THE TRAINING OF PERSONNEL OF CO-OPERATIVE MARKETING SOCIETIES AND LAND MORTGAGE BANKS.

- A. *Consideration of the training scheme for the personnel of co-operative marketing societies*
- B. *Consideration of the scheme for the training of the co-operative personnel in land mortgage banking*

It was decided that the above proposals from the Registrar of Andhra might be held over for fuller consideration on an all-India basis following a discussion with the Registrars of Co-operative Societies, Madras, Andhra, etc. It was felt that special courses of a shorter duration could be arranged in suitable centres provided a sufficient number of candidates was forthcoming from the States.

ITEM XI: CONSIDERATION OF THE QUESTION OF REFUND OF STIPENDS IN THE CASE OF CANDIDATES WHO LEAVE THE TRAINING CENTRES BEFORE THE COMPLETION OF TRAINING OR IN THE CASE OF THOSE WHO ARE ASKED TO GIVE UP TRAINING

The Note on the subject was considered and it was decided that in view of the Bihar Registrar's letter to the effect that Shri S. K. Verma was not leaving the Centre of his own accord, the question of recovery of stipends, etc., from him need not be pursued further.

The Committee thought that an agreement as suggested in the Note on the subject was not necessary. It should be enough if a set of rules in that regard was prepared and a candidate was asked to sign a declaration that he had read the rules and that he would abide by them. Further, the State Governments might be informed that if any of the candidates, individual, institutional or official, sent by them left the Centre before completion of training, the stipends paid to them by the Committee would be recoverable through the Registrar concerned.

ITEM XII: PROVISION OF FUNDS FOR CO-OPERATIVE TRAINING, EDUCATION, RESEARCH AND EXPERIMENTS—PROPOSALS FOR THE SECOND FIVE-YEAR PLAN

The Note on the subject was recorded.

ITEM XIII: CONSIDERATION OF A REQUEST BY THE REGISTRAR OF CO-OPERATIVE SOCIETIES, BIHAR, FOR PAYMENT OF HONORARIUM TO THE STAFF OF HIS OFFICE WHO WORKED IN THE INITIAL STAGES IN CONNECTION WITH THE ESTABLISHMENT OF THE REGIONAL CENTRE AT PUSA

The Sub-Committee approved the payment of an honorarium of Rs. 200 to the staff of the Registrar of Co-operative Societies, Bihar, as a very special case.

ITEM XIV: CONSIDERATION OF THE PROPOSAL OF THE DIRECTOR OF INDUSTRIES, GOVERNMENT OF MADHYA BHARAT, FOR THE SETTING UP OF A SECOND SCHOOL IN THE STATE FOR THE TRAINING OF SUBORDINATE STAFF OF INDUSTRIAL CO-OPERATIVES

The proposals made by the Director of Industries, Government of Madhya Bharat, to start another training school for the subordinate co-operative personnel of industrial co-operatives were approved in principle by the Standing Sub-Committee. The school, however, should essentially be for imparting training in principles and practice of Co-operation with special emphasis on the organisation and management of industrial co-operatives and should not be a "handicraft" school which includes Co-operation as only one of the subjects of study. The Member-Secretary was authorised to dispose of the proposal in the light of this view and the general scheme for training subordinate co-operative personnel already approved by the Committee.

ITEM XV: SUPERVISORY CONTROL OVER THE SUBORDINATE SCHOOL FOR WHICH THE GOVERNMENT OF INDIA HAVE SANCTIONED SUBSIDIES ON OUR RECOMMENDATIONS

The Sub-Committee agreed with the views expressed in the Note on the subject that although the funds were placed at the disposal of the respective State Governments directly by the Government of India, the overall supervisory control over the schools should rest with the Central Committee for Co-operative Training. While the Registrar of Co-operative Societies of the State where the School was located would be primarily responsible for the proper maintenance of the accounts in the school, officers deputed by the Committee would inspect the training arrangements, the standards of teaching, etc., and, wherever necessary, would also audit the accounts. The Member-Secretary was authorised to make this position clear to the Government of India.

ITEM XVI: ANY OTHER MATTER RAISED WITH THE PERMISSION OF THE CHAIRMAN

Grant of honorarium of Shri B. B. Basu, Personal Assistant to the Chairman of the Standing Sub-Committee who worked in connection with the work of the Central Committee for Co-operative Training at Delhi

The Committee accepted the recommendations of the Chairman and decided to recommend to the Reserve Bank of India the payment of an honorarium of Rs. 500 to Shri Basu for the work done by him for the Committee in addition to his normal duties as Personal Assistant to the Director, Programme Evaluation

Organisation, Planning Commission, Government of India, New Delhi.

ITEM XVII: DATE OF NEXT MEETING OF THE STANDING
SUB-COMMITTEE

The Chairman was requested to fix a date for the next meeting in due course.

NINTH MEETING OF THE STANDING SUB-COMMITTEE
OF THE CENTRAL COMMITTEE FOR CO-OPERATIVE
TRAINING

(22nd November 1955 at the Reserve Bank of India
Building, Bombay)

AGENDA

- I. Consideration of the scheme for training of non-official personnel of co-operative societies—Proposals received from the All-India Co-operative Union.
- II. Consideration of the proceedings of the Conference of the Registrars of Co-operative Societies of some States and Principals of Regional Co-operative Training Centres.
- III. Review of progress made at the various Co-operative Training Centres in respect of (i) Senior Officers' Training Course; (ii) Regional Co-operative Training Centres for Intermediate personnel; (iii) Training Centres for Block Level Co-operative Officers; (iv) Training Centres for Subordinate Co-operative Personnel.
- IV. Approval of the proceedings of the meetings of the Local Committees for various training centres:
 - (i) Poona
 - (ii) Madras
 - (iii) Pusa
 - (iv) Gopalpur-on-Sea
 - (v) Hyderabad
- V. Consideration of the payment of travelling allowance to the members of the Local Committees for the training centres for Block Level Co-operative Officers.
- VI. Consideration of the budget for Block Level Co-operative Officers Training Centres at Gopalpur-on-Sea and Hyderabad. (Not printed.)
- VII. Consideration of a proposal from the Development Commissioner, Hyderabad, for the construction of premises for classroom, hostel and residential accommodation for the teaching staff, for the Block Level Co-operative Officers' Training Centre.
- VIII. Consideration of certain points regarding the training scheme for Block Level Co-operative Officers such as arrangements for practical training, examinations, etc.

- IX. Consideration of the proposal for the training of non-official personnel of co-operative societies received from the Government of Bombay.
- X. Omitted.
- XI. Consideration of the scale of travelling allowance to the teaching staff accompanying trainees on study tours.
- XII. Consideration of representation from the Regional Co-operative Training Centre, Pusa, regarding payment of D.A. to the teaching staff.
- XIII. Consideration of the payment of deputation allowance to Shri Shankerjee, Lecturer at Pusa. (Not printed.)
- XIV. Consideration of the request from the South Indian Co-operative Insurance Society, Madras, to raise the rent for the premises of the Training Centre, Madras. (Not printed.)
- XV. Supervisory control over the subordinate schools for which the Government of India have sanctioned subsidies on our recommendations.
- XVI. Consideration of some problems relating to the training of subordinate co-operative personnel.
- XVII. Any other matter raised with the permission of the Chairman.
- XVIII. Date of next meeting.

NOTE I

SCHEME FOR THE TRAINING OF NON-OFFICIAL PERSONNEL OF THE CO-OPERATIVE MOVEMENT

At the request of the Central Committee for Co-operative Training, the All-India Co-operative Union had submitted a scheme for the training of non-official personnel of co-operative societies in June 1954. This was placed on the agenda of the second meeting of the Central Committee for Co-operative Training. However, it was decided that instead of implementing the scheme on an all-India basis it would be desirable to try it, in the first instance in a few States, as an experimental measure. The purpose behind such pilot experiments is to determine from a practical point of view the nature and extent of adjustments that might be necessary to make the training more effective. The All-India Co-operative Union has accordingly submitted a scheme for pilot experiments to the Chairman of the Standing Sub-Committee. The total cost of the scheme for a year amounts to Rs. 4,03,660 of which Rs. 2,38,800 will be for capital equipment.

2. The salient features of the scheme are as follows:

(i) The pilot experiments are to be made in selected areas in the Punjab, Hyderabad and Delhi so as to make them representative of Parts A, B and C States respectively. In the first two States, the scheme is to be entrusted to the State Co-operative Unions for implementation, while in Delhi, the All-India Co-operative Union itself will execute it in the absence of a State Co-operative Union.

(ii) The training programme will be a composite programme of training preceded by propaganda.

(iii) The non-official personnel have been classified into (1) secretary or president and another important member of each rural co-operative society, (2) panchayatdars and members of the managing committees of rural co-operative societies and (3) members of rural co-operative societies. The training for item (1) will last for five to six weeks; that for item (2) will run for a week, and that for item (3) will last for two or three days. Each category will be trained separately in suitable number of classes and separate syllabi have been furnished for each. Each class would consist of not more than 50 trainees.

(iv) There will be two units in Punjab, three in Hyderabad and one in Delhi.

(v) Each unit will have the following staff:

- (a) 1 Senior Inspector-Instructor.
- (b) 1 Junior Inspector-Instructor.

- (c) 1 van driver.
- (d) 1 cine-operator-cum-propagandist.
- (e) 1 peon.

(vi) Each unit is also to publish a magazine at an estimated cost of Rs. 150 per month for a period of 12 months; text books will also be prepared in accordance with the syllabi prescribed for the three different courses.

(vii) Each of the trainees attending the classes for secretaries will be paid a stipend of Rs. 30 (and for each unit only four classes have been provided for in a year). No stipend has been provided for personnel coming under categories (2) and (3).

(viii) The total expenditure for each unit is placed at Rs. 23,500. The total expenditure on six units in a year will be Rs. 1,41,000.

(ix) Each of the units for the propaganda work is to be supplied with a motor van fitted with projector. Together with the supplies of films, the total cost of these equipment is estimated at Rs. 39,800 per year per unit or Rs. 2,38,800 per year for six units.

(x) To supervise and co-ordinate the work of these units, the All-India Co-operative Union will have a staff of its own, consisting of one Educational Officer, one Senior Assistant, one Junior Assistant, one typist and peons. Provision is also made for the preparation and publication of text books and pamphlets in English or Hindi according to the syllabi prescribed for the three different courses. The translation and publication of such pamphlets as text books in regional languages will be left to the State Co-operative Unions. The total expenditure of this supervisory unit will be Rs. 23,860 per year.

3. The views of the Standing Committee are solicited.

NOTE II

RECOMMENDATIONS OF THE CONFERENCE OF THE REGISTRARS OF CO-OPERATIVE SOCIETIES OF SOME STATES AND PRINCIPALS OF REGIONAL CO-OPERATIVE TRAINING CENTRES HELD AT BOMBAY ON THE 19TH AND 20TH AUGUST 1955

As desired by the Standing Sub-Committee at its eighth meeting held in July 1955, a Conference of Registrars of Co-operative Societies of some States and the Principals of the Regional Co-operative Training Centres was convened at Bombay on the 19th and 20th August 1955. The proceedings of the Conference are submitted for the information of the Standing Sub-Committee (Appendix 29). Some of the important decisions reached at the Conference on which further action is called for are given below for the consideration of the Standing Sub-Committee.

1. POINTS ARISING FROM THE PROPOSAL FOR THE TRAINING SCHEMES FOR THE SUBORDINATE CO-OPERATIVE PERSONNEL IN MADRAS AND ANDHRA STATES

The important items discussed at the Conference related to :—

- (i) Duration of the course
- (ii) Tuition fees and
- (iii) Stipends to candidates.

(i) *Duration of the course*

The Conference discussed at length the question whether a period of training extending to 11 or 12 months was necessary in those States such as Madras and Andhra where such an arrangement for training existed even prior to the introduction of the scheme drawn by the Central Committee for Co-operative Training. It was generally agreed that it would not be desirable to disturb too much the existing arrangements and, therefore, the present arrangements in Madras and Andhra might be allowed to continue. The Conference recommended that the Standing Sub-Committee might consider favourably the granting of financial assistance for the full period of training, namely, 12 months for departmental trainees and 11 months for non-official personnel in Madras and Andhra. The Standing Sub-Committee may, therefore, consider this recommendation and recommend to the Government of India, the necessary modifications to the scheme approved by the Central Committee for Co-operative Training.

(ii) *Tuition fees*

As at present, the Central Co-operative Institute run by the Government of Madras does not charge any tuition fees in the case of official candidates and charges only a nominal fee of Rs. 70 for the entire course from each of the non-official candidates in

respect of the 10 seats available for them. The two mofussil institutes providing training facilities for non-official co-operative personnel in the State charge Rs. 50 as tuition fees for the entire course per candidate irrespective of whether the candidates are deputed by co-operative institutions or are private.

While forwarding their scheme for the training of subordinate co-operative personnel, the Madras Government had stated "the mofussil institutes are private institutes and cannot forgo the income from tuition fees, constituting as it is the spine of their total income, they will find it very difficult to meet the expenditure from other resources. Nor is it possible for the Government to assist them with subsidy to equalise the loss of revenue from tuition fees. Even if the fee is charged, there is no dearth of hands, as a matter of fact there is heavy rush for admission. Each institute is now giving training to more than 170 candidates. It is not, therefore, possible to comply with this (free tuition) condition." The question of levy of fees by the mofussil institutes was raised before the Standing Sub-Committee at its meeting held in April 1955. In the note submitted, it was recommended that the institutes might be allowed to collect fees from all candidates, institutional as well as private.

The resolution of the Standing Sub-Committee on the Madras proposals reads as follows :

"The Standing Sub-Committee considered the proposals of the Government of Madras regarding the extent of financial assistance needed for the training of their subordinate personnel as contained in the note of the agenda. To the proposal of the Madras Government that out of 273 institutional candidates proposed to be trained in the three schools at Tanjore, Coimbatore and Kozhikode, stipends need be paid only to 120 candidates and that the entire amount of stipend should be borne by the Government of India, the Sub-Committee observed that it was primarily the responsibility of the State Government to bear a certain amount of expenditure on training schemes and the Central assistance in that direction would only be in the form of sharing a part of such expenditure. It was, therefore decided that the Government of Madras might be requested to review the whole position regarding the payment of stipends, travelling allowance to trainees, so that the Central Committee would be in a position to recommend 50 per cent of the expenditure on all the shareable items out of the Central Government's grant. It was felt that a system of stipends would bring training facilities within the reach of the poorer sections of the movement, who have a special claim on the resources of the Committee."

While there is no specific mention about the levy of fees in the resolution, it was presumed that the Standing Sub-Committee

had accepted the proposal contained in the Agenda note and accordingly, the Madras Government was intimated in our letter dated 14th May 1955 as follows:

“In view of the circumstances mentioned in your letter, the Committee would have no objection to the levy of fees by the mofussil institutions from all candidates, but however your request that the tuition fees in respect of 120 selected candidates may be borne by the Central Government along with their stipends and travelling expenses cannot be acceded to as this is not a shareable item under the scheme approved by the Government of India.”

At the recent Informal Conference of Registrars and Principals of Training Institutes the general question of levy of fees in the training schools came up for discussion and the Madras Registrar pointed out that the Central Committee had already agreed to the levy of tuition fees in respect of the mofussil institutes in Madras. On this point, the resolution of the Conference was as follows:

“In this connection, a suggestion was made that Madras and Andhra might calculate the exact loss they would incur, by dispensing with tuition fees, taking into account the Central assistance that they would be entitled to on the existing basis and contact the Member-Secretary of the Central Committee thereafter for further consideration. It was generally agreed that a suitable formula should be evolved by the Standing Committee to cover such cases, as, for instance, deducting the fee income received from candidates from the amount of grant which would be due if no fees were charged.”

As desired by the Conference, the question of levy of tuition fees was referred to the Registrars of Madras and Andhra. While no reply has been received from the Registrar of Madras, the Registrar of Andhra has sent us a detailed reply. It is briefly summarised below:—

There are two institutes in Andhra—(1) The Rayalaseema Co-operative Institute, Anantapur and (2) The Ramdoss Co-operative Institute, Rajahmundry—which are collecting tuition fees from the candidates at the rate of Rs. 50 each. If tuition fees are not to be levied the two institutes will have to forgo income of Rs. 8,450 and Rs. 2,050 respectively, i.e., a total sum of Rs. 10,500. As against this loss, each institute will get Central assistance of Rs. 250 each (being 50 per cent of Rs. 500) towards library grant and the net loss will be Rs. 10,000. The institutes have so far been utilising their income to meet the cost of office staff, menial staff, rent, contingencies, etc., while the cost of teaching staff, travelling allowance to staff and trainees, stipends to trainees and cost of library have been met by the State Government.

The Registrar has justified the levy of tuition fees on two grounds, viz., (1) it will be required to meet the expenses of the institutions and (2) the payment of fees will be proof of the earnestness of trainees to take the course seriously. He further states that levy of tuition fees does not affect the interest of anyone and since local conditions vary from State to State, it is desirable to allow certain elasticity in these matters.

The views of the Registrar of Andhra may be considered by the Standing Sub-Committee.

The question of levy of fees in regard to the private candidates admitted to the mofussil institutes and in the Central Co-operative Institute in Madras is, therefore, submitted again for the consideration of the Standing Sub-Committee. Since we have already committed ourselves to the Madras Government permitting them to levy the fees in respect of private candidates, the proposal of the Madras Government may be approved.

However, the general question of levy of fees from private candidates has still to be decided. In the proposal for the training of subordinate co-operative personnel approved by the Central Committee for Co-operative Training, it was stated (page 69*, lines 7-12) that "as the intention of the training scheme is to popularise co-operative education, the Committee may recommend to the States not to charge fees from the candidates admitted to the training schools. This may be laid down as one of the conditions for being eligible for the Central assistance." It was also mentioned later on "They will be eligible for free tuition, but not for stipends." (Page 70* lines 8-9.) In this connection, it might be pointed out that when the scheme was formulated, it was not envisaged that any large number of private candidates would be admitted to these training schools. It was stated "normally in the matter of admission to these schools, preference will be given to candidates deputed from the Co-operative Department and institutions. However, where there are vacancies, outsiders may also be admitted." With the large prospects for employment held out by the Co-operative Departments and co-operative institutions under the development programme of the Second Five Year Plan hundreds of young men will be forthcoming to undergo training in subordinate co-operative training schools so as to qualify themselves for jobs in these spheres. This type of demand is already prominent in States like Madras and Andhra and we must expect that it will assume considerable proportion in other States also. When private candidates undergo training in professional colleges like those for Agriculture, Forestry or Veterinary with a view to equip themselves

* Printed proceedings of the Second Meeting of the Central Committee for Co-operative Training.

for employment they are not given free training. Therefore the Standing Sub-Committee may decide whether tuition fees from private candidates should not be insisted upon.

(iii) *Stipends*

The Conference considered the proposal from Madras that out of 273 institutional candidates proposed to be trained in the three mofussil schools, only 120 candidates would be paid stipends and that the entire amount of stipends should be borne by the Government of India. The Registrar mentioned at the Conference that he had already written to the State Government requesting them to review the stand taken in respect of stipends to candidates at the training centres. Therefore, the matter was not pursued further. The Chairman, however, made it clear that the Central Committee could only share the burden arising out of certain specific items of expenditure incurred. In the present case, the Central Committee would share its part of the stipends, namely, Rs. 20 only in cases where the candidates were given stipends of Rs. 40 or more.

If the Standing Sub-Committee indicates its views on the above matter the major points of difference in the proposals submitted by the Governments of Madras and Andhra will be removed and it will be possible for the Central Committee to recommend Central assistance to these States.

2. SPECIAL SHORT-TERM COURSE IN SOME SELECTED SUBJECTS LIKE LAND MORTGAGE BANKING, CO-OPERATIVE MARKETING, ETC.

The Conference considered that as a short-term measure, some of the existing personnel in the Co-operative Departments and co-operative institutions might have to be given specialised training so as to ensure that there would be adequate supply of trained personnel qualified to undertake the specialised activities envisaged in the various schemes under the Second Five Year Plan. The persons who are to be given training would have already undergone basic training in Co-operation and allied subjects and, therefore, it was considered unnecessary to put them again through the Regional Co-operative Training Centres for a full period of 11 or 12 months. Hence special short-term classes for suitable periods would have to be organised for the purpose. The Conference was of the opinion that eventually there would be need for such specialised training in land mortgage banking, co-operative marketing, warehousing, industrial co-operation, and co-operative farming. The Conference, however, was of the opinion that immediately such specialised classes should be organised in respect of land mortgage banking and co-operative marketing only.

In pursuance of this decision, it is suggested that the Standing Sub-Committee may approve the conclusions of the Conference

and decide upon the further steps necessary in this respect. The special courses would be most conveniently organised as additional courses at the various Regional Training Centres now in progress. Accordingly, the Conference considered that land mortgage banking could be arranged at Madras while the Co-operative Training College, Poona, would be suitable for organising the class on co-operative marketing. The candidates for these courses might be considered to be of the intermediate level and they would be eligible for all concessions and facilities at present available to the intermediate co-operative personnel at the Regional Training Centres.

Short-term course on Land Mortgage Banking

The Conference considered that the period of training in this course should be $4\frac{1}{2}$ months split up as follows:

- (i) Theoretical Training for one month
- (ii) Practical training:
 - (a) Under an inspecting Tahsildar—1 month
 - (b) Under Land Acquisition Officer—1 month
 - (c) Visits to land mortgage institutions— $1\frac{1}{2}$ months.

We have already addressed the Governments of Madras and Andhra to afford necessary facilities for practical training with the revenue officials in the State. The commencement of the training course may be taken up when these Governments signify their willingness to afford the necessary facilities. It may be run on the following lines:

(a) Each session may consist of at least 20 students and not more than 30. The candidates will be selected on an all-India basis on the recommendations of the Registrars of Co-operative Societies of the States concerned.

(b) The duration of the course is $4\frac{1}{2}$ months. In view of the various schemes for the development of land mortgage banking in every State, it is anticipated that there will be a great demand for this course. In fact, the demand from the States of Madras and Andhra alone is likely to be considerable in the next few years. It is, therefore, suggested that the scheme may be treated as a semi-permanent one every subsequent course to follow after a break of 15 days after each course.

(c) A suitable syllabus has been drawn up by the Regional Co-operative Training Centre, Madras.

(d) It will not be possible to conduct these classes with the existing teaching staff at the Regional Co-operative Training Centre. It was suggested at the Conference that additional staff of one

Deputy Registrar of Co-operative Societies and one Co-operative Sub-Registrar besides clerical staff would be necessary.

(e) The existing accommodation at the Regional Centre, Madras, is not sufficient for the classrooms and the hostel necessary for the special course. Additional accommodation will have to be rented for the purpose. Necessary provision has been made in the estimates.

On a rough working, the expenditure on one special course for a year is estimated at Rs. 77,000 of which Rs. 68,500 is recurring expenditure and Rs. 8,500 non-recurring. The Standing Sub-Committee may consider recommending to the Reserve Bank of India the necessary grant in aid for meeting this expenditure.

Special Course on Co-operative Marketing

The Conference considered that more than one training centre might be necessary to meet the demands from the various States. However, it was decided that to begin with, a course might be organised at the Co-operative Training College, Poona. The period of training, it was considered, should be four months consisting of two months' theoretical training and two months' practical training. It was also suggested that the first course might commence from January 1956 so that the period of practical training might be at a time when the important marketing societies in the States of Bombay and Madras would be actively functioning. As in the case of land mortgage banking, it was considered that the existing staff at the Co-operative Training College would not be able to carry on with the additional work and that extra staff should be appointed for the purpose. The Standing Sub-Committee may approve the proposal to organise the course at Poona beginning from January 1956. The Committee may also indicate whether this course should also be a semi-permanent one, each course succeeding the completed one after a break of about 15 days. It will be desirable to admit at least 20 candidates and not more than 40 candidates for each session. The candidates will be selected on an all-India basis on the recommendation of the Registrars of Co-operative Societies of the various States.

If it is decided to organise the special course, additional accommodation for classes and hostel will have to be found out. The present accommodation is itself insufficient for the current requirements.

The annual cost of the scheme comprising three sessions is roughly estimated at Rs. 94,500 of which recurring expenditure will amount to Rs. 86,000 and non-recurring expenditure to Rs. 8,500. The Standing Sub-Committee may consider recommending to the Reserve Bank of India the necessary grants-in-aid for meeting the above expenditure.

3. SPECIAL SHORT-TERM TRAINING COURSE FOR THE BLOCK LEVEL CO-OPERATIVE OFFICERS WHO HAD PREVIOUS TRAINING IN A CO-OPERATIVE TRAINING INSTITUTE—SUGGESTIONS FROM MADRAS AND ANDHRA

The Conference was in agreement with the proposal that a special short-term course might be organised for the Block Level Co-operative Officers of Madras and Andhra since the trainees there were drawn from the existing personnel of the Co-operative Department who had already undergone training for a period of 12 months at the Central Co-operative Institute at Madras and also had experience in the Department for three to four years.

In accordance with the decision of the Conference, steps are being taken to organise a training centre at Tirupati. Selection of suitable accommodation for both the College and the hostel have been made and the session is scheduled to commence from 1st January 1956. Each session will be for a duration of 3½ months including practical training for 1½ months. Between two sessions there will be a break of 15 days. For each session there will be 40 candidates; thus in a year, 120 candidates (the annual requirements of Andhra and Madras) will be met. The Registrar of Co-operative Societies, Andhra, in consultation with the Registrar of Co-operative Societies, Madras, has drawn a syllabus for the above course. The Standing Sub-Committee may approve the above proposals. The annual cost of the scheme is estimated at Rs. 99,500 of which recurring expenditure will amount to Rs. 87,000 and non-recurring expenditure to Rs. 12,500.

4. REVISION OF CURRICULA AND SYLLABI FOR THE FOLLOWING COURSES

In this connection it may be pointed out that as a result of the deliberations of the Conference, the syllabi of the Co-operative Training College, Poona, and the other Regional Co-operative Training Centres have been brought on a more uniform basis in respect of compulsory subjects and optional subjects. The Conference also decided that as far as possible all the special subjects should be taught at the different Regional Training Centres. In pursuance of this decision, the Pusa Training Centre will be offering the following four optional subjects from the session commencing from November 1955.

1. Advanced Accountancy and Auditing
2. Advanced Co-operative Banking including Land Mortgage Banking

3. Agricultural Marketing
4. Industrial Co-operation including Village Industries.

Arrangements will be made to introduce the additional two special subjects, viz., Agricultural Marketing and Industrial Co-operation including Village Industries at the Regional Co-operative Training Centre, Madras.

NOTE III

REVIEW OF PROGRESS MADE AT THE VARIOUS
CO-OPERATIVE TRAINING CENTRES1. *Senior Officers' Training Course*

The seventh session of the Senior Officers' Training Course commenced from the 1st August 1955 at the Co-operative College, Poona. Thirty-six candidates from various States are attending the course as shown in the following table:

State	Sixth Session		Seventh Session	
	No. of candidates admitted		No. of candidates admitted	
	Departmental	Institutional	Departmental	Institutional
1. Andhra	1	..	2
2. Assam	2	..	2	1
3. Bihar	3	..	5	..
4. Bombay	2	4	2	3
5. Coorg	2	..	2	..
6. Himachal Pradesh	2	..	1	1
7. Hyderabad	2	..	2	1
8. Jammu and Kashmir	3	2
9. Madhya Bharat	2	..	1	..
10. Madhya Pradesh	1	2	1	3
11. Mysore	1
12. Orissa	1	1	1	..
13. Pepsu	1
14. Punjab	1	..	1
15. Uttar Pradesh	3
16. Vindhya Pradesh	1	..	1	..
17. West Bengal	1	..
Total ..	19	13	22	14

We have admitted to this course two candidates from Coorg as a special case. They are Inspectors in the Co-operative Department of the State and have long service to their credit. They have also undergone an eleven months' training course at the Central Co-operative Institute, Madras. Since the Co-operative Department of the State do not have any other higher cadre than the Registrar and the State Government specially wanted them to be given the higher type of training, they were admitted to the course though they did not belong to the Senior Officers' category strictly. We had admitted for the earlier courses also a few inspectors from Coorg for the Senior Officers' Course with the approval of the Chairman of the Bombay Provincial Co-operative Institute. When the

admission of the candidates to the current course was communicated to the Chairman of the Bombay Provincial Co-operative Institute, he, as the Chairman of the Central Committee, wanted this instance to be brought to the notice of the Standing Sub-Committee. He was informed at that time that such special admissions were necessitated by the smallness of the State concerned, the type of training the candidates had already undergone and the needs of the State.

2. Regional Co-operative Training Centres for Intermediate Personnel

(i) Western Zone—Poona Centre

The Committee of the Co-operative Training College, Poona, met twice, once at Bombay on the 22nd June 1955 and for the second time at Poona on the 25th October 1955. Copy of the Proceedings is submitted separately for the information of the Committee.*

(a) Admission of candidates to the Intermediate Training Course (1955-56)

The intermediate training course (1955-56) commenced on the 1st July 1955. In all, 44 candidates were granted admission to the course as stipendiary candidates under the Reserve Bank quota. The following table gives the distribution among the various States.

State	Second Session (1954-55)		Third Session (1955-56)	
	No. of candidates admitted		No. of candidates admitted	
	Depart- mental	Institu- tional	Depart- mental	Institu- tional
1. Ajmer	2	..	1	..
2. Bhopal	4	..	2	..
3. Bombay	7	10	11	16
4. Bihar	1
5. Hyderabad	1	2
6. Himachal Pradesh	1	1	2	..
7. Kutch	1	..
8. Madhya Bharat	3	2	3	3
9. Madhya Pradesh	2	..	4	..
10. Manipur	1	1
11. Orissa	1
12. Assam
13. Saurashtra	5	2
14. Tripura	1
15. Vindhya Pradesh	1	..	1	..
Total ..	30	18	25	19

* Not printed.

At the end of the course (ending June 1955) an examination was held and the following indicates the results obtained by the candidates.

	<i>Number of candidates</i>
Passed in I Class	14
Passed in II Class	24
Passed in III Class	5
Failed	2

Three candidates who did not possess the minimum academic qualification were not considered for the award of the diplomas. The question of issuing a certificate to the effect that the candidates have undergone the course is under the consideration of the College Committee.

(b) *Premises for the Co-operative Training College, Poona*

In view of the expansion of the training scheme under the direction of the Central Committee for Co-operative Training, at the Co-operative Training College, Poona, urgent steps seem to be necessary to acquire suitable plot to undertake the construction of buildings thereon to meet the requirements of the training centre and for providing proper hostel accommodation. The Committee of the Central Board of the Reserve Bank has accepted in principle the construction of suitable accommodation at Poona for the training centre, at an approximate expenditure of Rs. 5 to Rs. 7 lakhs. The Chairman of the Standing Sub-Committee is taking the necessary steps in the matter.

(ii) *Southern Zone—Madras Centre*

The second session of the Intermediate Training Course commenced at this Centre from 1st July 1955. Forty-eight candidates are undergoing training in the course; though the normal strength of the Centre is 45, as a special case, three more candidates were admitted. The following table gives the number of candidates admitted from the various States.

State	First session (1954-55)		Second session (1955-56)	
	No. of candidates admitted		No. of candidates admitted	
	Depart- mental	Institu- tional	Depart- mental	Institu- tional
1. Andhra	2	..	12
2. Assam	2	1
3. Bhopal	2	..
4. Bihar	1	..	2	..
5. Coorg	3	..
6. Hyderabad.. .. .	2	1	3	..
7. Madhya Bharat	3	..	1	2
8. Madhya Pradesh	1	1
9. Madras	8	..	11
10. Mysore	2
11. Orissa	1	1	2	..
12. Rajasthan	1
13. Saurashtra	1	3
14. Travancore-Cochin	8	4	10	..
15. Tripura	2
16. Vindhya Pradesh	1	..
Total ..	21	24	23	25

At the end of the course (ending May 1955) an examination was held and the following indicates the results obtained by the candidates.

	<i>Number of candidates</i>
Passed in I Class
Passed in II Class	18
Passed in III Class	11
Failed	12

(iii) *Eastern Zone—Pusa Centre*

The Local Committee for the Pusa Centre met twice at Patna on the 16th July 1955 and the 24th September 1955. Copies of the proceedings of the two meetings are submitted separately for the information of the Committee.*

(a) *Admission of candidates to the next session of the course*

The first session of the Intermediate Training Course at Pusa ended on the 14th October 1955. A circular letter inviting applications for admission to the second course was issued by the Principal on the 3rd September 1955, to the Registrars of the States in the

*Not printed.

Eastern, Northern and Central Zones, as suggested by us, in view of the fact that training centres for the Northern and Central Zones were not likely to be started soon. Since then it has been decided that the centres for the Northern and Central Zones should commence functioning from 1st January 1956 and consequently the admissions to the Pusa Centre are being restricted to the candidates from the Eastern Zone only. The Local Committee, at their meeting held on the 24th September, formed a Committee consisting of the Principal of the Centre and the Bihar Registrar to finalise the list of admission of candidates. So far 37 candidates have been admitted to the course which will begin from the 15th November 1955, as indicated below :

<i>State</i>	<i>Number of candidates admitted</i>
Manipur	3
Orissa	8
Assam	4
West Bengal	2
Bihar	20
Total ..	37

(b) *Shifting of the Regional Centre to Ranchi*

The Registrar of Co-operative Societies, Bihar, wrote to us suggesting that two buildings known as 'Birla House' at Ranchi, where the Subordinate Co-operative Training Centre of the State was located, would be suitable for the Regional Co-operative Training Centre, at present located at Pusa. This building was inspected by an officer of the Agricultural Credit Department and it was found that while House No. 1 would do as a hostel, suitable accommodation in the nature of large lecture halls was not available for the classrooms in the other 'Birla House.' Since it is desirable to shift the training centre from Pusa at an early date, we are in correspondence with the Registrar regarding certain modifications to the existing buildings.

(iv) *Central Zone—Indore*

Consequent to the decision of the Standing Sub-Committee to locate the Regional Co-operative Training Centre for the Central Zone at Indore, steps were taken by the Secretariat of the Central Committee for constitution of Local Committee, etc. The Local Committee for the Centre will consist of the following:

1. The Registrar of Co-operative Societies, Madhya Bharat.
2. The Registrar of Co-operative Societies, Rajasthan.
3. The Registrar of Co-operative Societies, Vindhya Pradesh.

4. Shri V. C. Parashar, President, Kendriya Sahakari Sanstha, Indore (a non-official).
5. Shri R. K. Yarde, Head of Economics Department, Holkar College, Indore (an educationist).
6. The Member-Secretary, Central Committee for Co-operative Training.
7. The Principal of the Training Centre (*Member-Secretary*).

The building called 'Fort' at Indore has been taken over by the Government of Madhya Bharat for the training centre and arrangements are being made to carry out the necessary alterations. An officer of the Agricultural Credit Department will inspect the building in the last week of November 1955 with a view to suggest necessary alterations. Arrangements are also being made to appoint the necessary teaching staff at an early date. Circular letters have been issued to the State Governments in the zone inviting applications for admission of candidates. The training centre will commence from 1st January 1956.

(v) *Northern Zone—Meerut*

The Registrar of Co-operative Societies, Uttar Pradesh, informed us that the building proposed for the Regional Centre at Meerut would be ready for occupation by the middle of November, and the classes could be commenced then. Necessary steps have been taken such as the constitution of the Local Committee, arrangements for the appointment of teaching staff, purchase of furniture, etc. Since the appointment of teaching staff has not been finalised yet, it would not be possible to start the centre from 1st December 1955. However, we are endeavouring to start the centre from the 1st January 1956. A sum of Rs. 5,000 has been remitted to meet the preliminary expenditure in connection with the starting of the centre and purchase of furniture, etc. The Local Committee for the Centre will consist of the following persons:

1. The Registrar of Co-operative Societies, Uttar Pradesh, Lucknow.
2. The Registrar of Co-operative Societies, Punjab, Jullundur.
3. Shri Raghuraj Swaroop, Vice-President, U.P. Co-operative Union, Lucknow.
4. Dr. K. K. Sharma, Head of the Commerce Department, Meerut College, Meerut.
5. The Member-Secretary, Central Committee for Co-operative Training.
6. The Principal, Regional Co-operative Training Centre, Meerut (*Member-Secretary*).

3. *Training of Block Level Co-operative Officers of the National Extension Service Blocks*

According to the original decision, there were to be eight Block Level Training Centres for the various groups of States as follows:

1. Madras, Coorg, Mysore, Travancore-Cochin
2. Bombay, Madhya Pradesh
3. Hyderabad, Andhra
4. Bengal, Orissa, Tripura
5. Assam, Bihar, Manipur, N.E.F.A.
6. Uttar Pradesh
7. Vindhya Pradesh, Madhya Bharat, Rajasthan, Saurashtra, Kutch, Ajmer
8. Delhi, Punjab, Himachal Pradesh, PEPSU, Jammu and Kashmir.

2. For lack of suitable buildings to locate the training centres, certain regrouping of the States was found necessary; the proposed places where the training centres will be located together with the States that will be served by the latter are indicated below:

<i>States</i>	<i>Place where the training centre will be located</i>
(i) Orissa, Bihar	Gopalpur-on-Sea
(ii) Hyderabad, Mysore, Travancore-Cochin, Coorg	Hyderabad
(iii) Madras, Andhra	Tirupati
(iv) Ajmer, Madhya Bharat, Rajasthan, Bhopal, Vindhya Pradesh, Madhya Pradesh	Kotah
(v) West Bengal, Assam, Manipur, Tripura, N.E.F.A.	Not yet selected
(vi) Saurashtra, Bombay Kutch	Do.
(vii) Uttar Pradesh	Do.
(viii) Punjab, Himachal Pradesh, PEPSU, Delhi, Jammu and Kashmir	Do.

3. The progress made in regard to organisation of these centres is indicated in the following paragraphs.

(i) *Gopalpur-on-Sea* (Bihar and Orissa)

As decided at the last meeting of the Standing Sub-Committee, steps were taken to organise the training centre at Gopalpur-on-Sea for the Block Level Co-operative Officers from the States of Bihar and Orissa. The Government of Orissa have purchased a building called 'Yatton Hall' and placed it at the disposal of the Local Committee for the Training Centre. The Government of Orissa will, in due course, fix the rent for the building.

The Training Centre commenced functioning on 15th October 1955 and was formally inaugurated by the Chief Minister on 16th October 1955.

So far, 19 students from Orissa and 48 students from Bihar have reported for training as against the allotted strength of 89 for Bihar and 33 for Orissa. We have written to the Community Projects Administration regarding the remaining candidates.

The Local Committee constituted for the training centre consists of the following members

1. The Development Commissioner for Orissa or his nominee
2. The Registrar of Co-operative Societies, Orissa
3. The Registrar of Co-operative Societies, Bihar
4. Dr. S. Misra, Professor of Economics, Ravenshaw College, as educationist member
5. Shri S. C. Roy, I.A.S. (Retd.), President, Orissa State Co-operative Union, as non-official member
6. The Member-Secretary, Central Committee for Co-operative Training
7. The Principal (*Member-Secretary*).

The first meeting of the Local Committee was held at Bhubaneswar on 3rd October 1955. On behalf of the Member-Secretary, Shri M. A. Chidambaram attended the meeting.

At the request of the Government of Orissa, the Government of Madras was approached by the Secretariat to depute one of its Senior Deputy Registrars for appointment as Principal of the Training Centre. The Government of Madras deputed Shri Vedantachari, B.A., B.L., and he took over charge as Principal of the training centre on 12th October, 1955. The Government of Orissa have deputed one lecturer while two officers have been deputed by the Government of Bihar to work as lecturers at this training centre.

The Government of India have sanctioned an expenditure of Rs. 78,000 for the financial year ending March 1956. Necessary action is being taken by the Ministry for getting the amount transferred from the India Circle to the Accountant General, Bombay Circle, for being placed at the disposal of the Member-Secretary. In the meanwhile to meet the preliminary expenditure, the Reserve Bank of India have sanctioned a temporary advance of Rs. 10,000 which will be reimbursed as soon as the amount sanctioned by the Government of India is transferred to the Bombay Circle. The budget as approved by the Local Committee is put up separately for the approval of the Standing Sub-Committee.

(ii) *Hyderabad* (Hyderabad, Travancore-Cochin, Mysore and Coorg)

The training centre at Hyderabad commenced functioning from 17th October 1955. It is located at present at Chandrayanagutta Line, about four miles away from the city in the premises previously occupied by the military. The Government of Hyderabad have sanctioned a sum of Rs. 1.25 lakhs for the construction of necessary buildings at Himmayatsagar situated about 10 miles away from the city where the training centres for Block Development Officers, Social Welfare Officers, etc., are located. The plans for the buildings at Himmayatsagar are being got ready by the Development Commissioner and will be approved by the Member-Secretary before construction is begun.

A Local Committee for this Training Centre has been constituted with the following members:

1. The Development Commissioner, Hyderabad, or his nominee, the Director of Community Projects
2. The Registrar of Co-operative Societies, Hyderabad
3. The Registrar of Co-operative Societies, Mysore
4. The Registrar of Co-operative Societies, Travancore-Cochin
5. Dr. R. V. Rao, an educationist member
6. Shri Devisingh Chowhan, Chairman, Hyderabad Co-operative Union as non-official member
7. Member-Secretary of the Central Committee for Co-operative Training
8. Principal of the Training Centre (*Member-Secretary*).

The first meeting of the Local Committee was held at Hyderabad on 15th October 1955 and was attended on behalf of the Member-Secretary by Shri M. A. Chidambaram. The Local Committee took over the buildings from the Government of Hyderabad, and the Centre commenced functioning from 17th October 1955.

So far 43 students from Hyderabad State and 16 students from Travancore-Cochin have reported for training as against the allotted strength of 81 candidates. The Government of Mysore informed the Community Projects Administration that as the Block Level Co-operative Officers in the State were drawn from among the Senior Inspectors of the Co-operative Department, they would like to participate only in a scheme of short reorientation training course instead of a 10 months' course at Hyderabad. It was also stated that they hoped to meet their requirements in respect of officers in the National Extension Service Blocks from their Co-operative Department. On a reference received from the

Ministry of Food and Agriculture in this connection, we have informed them as follows :

“ When the Joint Secretary to the Ministry of Food and Agriculture and the Adviser in Co-operation visited Mysore in April 1955, it was stated that though the existing staff from the Department had been deputed to the National Extension Service Blocks, they were mostly persons who had not undergone training. This, is what should ordinarily be expected, since Mysore does not yet have any regular co-operative training institute to train its departmental personnel. The training, if any, that the inspectors might have received could only have been of an *ad hoc* nature. A regular course of training for the subordinate personnel of the Co-operative Department has been thought of only recently and is still under correspondence. It would be difficult to expect an adequate number of trained personnel for the Mysore Co-operative Department from the new training school and it would be still more difficult for their being made available to the National Extension Service Blocks in the near future, when the development of the Co-operative Movement under the Second Five-Year Plan would absorb all the newly trained hands from the new school.”

“ As regards the scheme of reorientation training referred to by the Mysore Government, we presume that they have in mind a scheme on the lines of the Block Level Co-operative Officers' Training Scheme for Andhra and Madras. But in Madras and Andhra, the officers undergo 12 months' thorough training at their Central Co-operative Training Institute and have three to four years' experience to their credit. This could not be said of the officers from Mysore and no useful purpose will be served by starting a reorientation scheme there. Under the circumstances, we feel that it would be desirable for the Mysore Government to depute its officers for the training centre at Hyderabad for thorough training.”

We are awaiting further communication from the Government in this respect.

(iii) *Kotah* (Rajasthan, Madhya Bharat, Madhya Pradesh, Vindhya Pradesh, Bhopal and Ajmer)

The Government of Rajasthan agreed to make the necessary alterations and additions to the building known as 'Brij Bilas Palace' at Kotah which was proposed by that Government for locating the training centre for Madhya Pradesh, Rajasthan, Madhya Bharat, Vindhya Pradesh, Bhopal and Ajmer. We wrote to the Government of Rajasthan to see that the necessary alterations were made to the building at an early date and to make it available to the Central Committee by the 15th November 1955, so as to

start the training centre from the 1st December 1955. The Local Committee for this centre will be constituted consisting of the following gentlemen after obtaining the consent of the Governments concerned in the case of officials and the acceptance from the non-officials.

1. The Development Commissioner, Rajasthan or his nominee
2. The Registrar of Co-operative Societies, Rajasthan
3. The Registrar of Co-operative Societies, Madhya Bharat
4. The Registrar of Co-operative Societies, Vindhya Pradesh
5. The Registrar of Co-operative Societies, Madhya Pradesh
6. Shri M. V. Mathur, as an educationist member
7. The Chairman, Premier Central Co-operative Bank, Madhya Bharat, as a non-official member
8. The Member-Secretary, Central Committee for Co-operative Training
9. The Principal, Training Centre, Kotah, when appointed will be the Member-Secretary of the Local Committee.

The Government of Madhya Pradesh proposed that a centre might be located in Madhya Pradesh exclusively for themselves and suggested some buildings at Jabalpure for the purpose. But in view of the proposed reorganisation of the States on the basis of the States Reorganisation Commission Report, it was decided that for the time being we might group Madhya Pradesh along with Rajasthan, Madhya Bharat, Vindhya Pradesh, Bhopal and Ajmer and organise the centre at Kotah.

(iv) *Tirupati* (Madras and Andhra)

In pursuance of the decision to organise a short reorientation course for the Block Level Co-operative Officers for Madras and Andhra States and to locate the training centre at Tirupati, certain buildings at Tirupati selected by the Registrar of Co-operative Societies, Andhra, were inspected for the purpose. Although the buildings were not quite suitable, in order not to delay the opening of the centre, it was decided to organise the training centre at Tirupati on the assurance of the Registrar of Co-operative Societies, Andhra, that more suitable accommodation for the centre and hostel would be available at Tirupati in a year or two. The Registrar of Co-operative Societies, Andhra, has been requested to hire three buildings, viz., Thyagabrahma Hall, Shri Parthasarathy's Building and Shri Varadachari Building at an approximate rent of Rs. 450 per month from 1st December 1955, if necessary, and

get the necessary alterations made so that the centre might start functioning from 1st January 1956.

The Local Committee will consist of the following:

1. The Development Commissioner, Andhra, or his nominee
2. The Registrar of Co-operative Societies, Andhra
3. The Registrar of Co-operative Societies, Madras
4. An educationist
5. Two non-officials (one from Madras and one from Andhra)
6. The Member-Secretary, Central Committee for Co-operative Training
7. The Principal, Training Centre, when appointed will be the Member-Secretary of the Local Committee.

Steps to obtain the Government of India sanction for funds, appointment of teaching staff, etc., are being taken.

(v) *Faizabad* (Uttar Pradesh)

Uttar Pradesh will have a separate centre of its own. The Government of Uttar Pradesh sent us some details of accommodation available at Faizabad for locating the training centre for Block Level Co-operative Officers of Uttar Pradesh. The buildings suggested will be inspected by an officer of the Reserve Bank of India and steps will be taken to commence the training centre early.

(vi) *Bhavnagar* (Bombay, Saurashtra, Kutch)

At the instance of the Government of Saurashtra, an officer of the Reserve Bank visited Bhavnagar, Junagadh, Chorwad and Verawal for finding out the suitability of some buildings for the location of the training centre for Saurashtra, Bombay and Kutch. Certain buildings were selected at Bhavnagar but subsequently the Government of Saurashtra expressed their inability to make available these buildings immediately for starting the training centre. The Government of Saurashtra have been requested to suggest alternate accommodation.

(vii) *Uttarpara* (West Bengal, Assam, Tripura, Manipur, N.E.F.A.)

The Government of West Bengal did not accede to our request to place the entire building at Uttarpara at the disposal of the Central Committee for starting the training centre and consequently the proposal had to be dropped. They have now informed us that some buildings have been offered by a private owner for the purpose. On an examination of the details sent to us, it was found that with some alterations, it would be suitable for locating the

training centre. The Government of West Bengal have been requested to examine the suggestions for alterations and to intimate the approximate rent.

In the meanwhile, Shri U. L. Goswami, Secretary, Community Projects Administration, informed us that the buildings occupied by the training centres for Social Education Officers and Block Development Officers at Santiniketan would be available by January 1956, as these centres would be shifted to permanent buildings which were under construction, and that the training centre for Block Level Co-operative Officers might be located in these buildings until suitable buildings were constructed by the Central Committee. In this connection, according to Shri Goswami's suggestion, we have written to Dr. P. C. Bagchi, Vice-Chancellor, Viswa Bharati, for full particulars regarding the availability and suitability of accommodation at Santiniketan. We are awaiting his reply in this regard.

(viii) *Nilokheri/Dhuri* (Punjab, Pepsu, Himachal Pradesh, Delhi and Jammu and Kashmir)

We were informed by the Joint Secretary to the Government of India, Ministry of Food and Agriculture, that a building known as 'Ladda-ki-Kothi' at Dhuri in PEPSU was inspected by an officer of that Ministry and was found suitable for locating a training centre. On an examination of the details in respect of this building, it was found that it could conveniently accommodate the classrooms as well as the hostel. The Government of PEPSU agreed to place the building at our disposal on a rent of Rs. 600-800 per month. After we took the above decision, the Community Projects Administration informed us that some buildings occupied by the centres for the training of Social Education Officers and Block Development Officers at Nilokheri would be available by January 1956 as these centres would be shifted to permanent buildings and that the centre for Block Level Co-operative Officers might be located in the vacated premises. The Community Projects Administration have reiterated the importance and benefit that would accrue by locating centres at places where arrangements for the training of other categories of officers belonging to the N.E.S. already exist.

In view of the decision already taken about locating the centre at Dhuri we have asked the Ministry of Food and Agriculture for their views on the suggestion made by the Community Projects Administration.

4. *Progress made in arrangements for the training of subordinate personnel of the Co-operative Departments and co-operative institutions in the various States.*

Particulars regarding the subordinate training schemes classified under various groups according to the stages in which the cases

stand are given below for the information of the Standing Sub-Committee and instructions, if any:

Group No. 1

States where the schemes had received the State Governments' approval and which were recommended by us to, and sanctioned by, the Government of India for financial aid for the financial year 1955-56. The amounts recommended and sanctioned are given against each State:

	Total expenditure	Total shareable expenditure	Grant-in-aid	
			Recommended	Sanctioned
	Rs.	Rs.	Rs.	Rs.
1. Punjab	71,120	40,160	18,600	18,600
2. Orissa	N.A.	83,969	29,985	29,985
3. Rajasthan	122,386	85,140	31,038	31,038
4. Madhya Bharat	93,900	68,720	32,920	32,920
5. Hyderabad	83,896	68,916	33,060	33,060
6. Vindhya Pradesh	66,596	62,450	31,225	31,225
7. Saurashtra	68,212	27,275*	13,600*	13,600*

*For nine months (1955-56).

In Orissa, the training course originally scheduled to begin from the 1st May 1955 commenced only from 11th July 1955. In Vindhya Pradesh, the training school started functioning from 1st September 1955 at Rajgarh and was formally opened by the Prime Minister of India. In Hyderabad, the school began from 4th October 1955. In Madhya Bharat, the school has been started at Agar from 1st July 1955.

Group No. 2

States where the schemes had received the State Governments' approval and which were recommended for financial aid for the financial year 1955-56. The amounts recommended are given against each State:

	Rs.
1. Bihar*	37,180†
2. Bombay‡	98,298†
3. Travancore-Cochin	8,595§
4. Madhya Pradesh	13,638

*Proposal has been received for starting a second school.

†For two sessions.

‡For three schools.

§For financial year 1955-56.

Group No. 3

States where the schemes submitted by the Co-operative Departments to the State Governments have not yet been approved by the latter.

1. Bhopal
2. West Bengal

Group No. 4

States where the schemes submitted by the State Governments were examined by us and where our general approval was communicated to the State Governments subject to their acceptance. Sanction of funds can be recommended to the Government of India for these schemes only after the State Governments' acceptance is received.

1. Tripura
2. Assam
3. Uttar Pradesh

Group No. 5

States where the schemes were approved by us and the State Governments but where revised estimates of expenditure in the light of our observation have been called for from the State Governments:

1. Mysore
2. Himachal Pradesh
3. Coorg

Group No. 6

States where the schemes were not drawn in conformity with our approved scheme and where revised proposals have been called for:

1. Manipur
2. Jammu and Kashmir

Group No. 7

States where the schemes were examined by us and approval of the Standing Sub-Committee on certain points of deviation from the original scheme approved by the Central Committee for Co-operative Training was awaited.

1. Madras
2. Andhra

Group No. 8

States which have agreed to join some other States:

1. Kutch (with Saurashtra)
2. Ajmer (with Rajasthan)
3. Tripura (with West Bengal)

**DIRECTIVE RECEIVED FROM THE GOVERNMENT OF INDIA IN REGARD TO
THE PERIOD OF FINANCIAL YEAR**

Financial assistance for some of the schemes recommended to the Government of India were for a period of one year or two courses of six months' duration, while in the case of a few others, assistance was recommended for the co-operative year or for the duration of the course where the period of the course exceeded six months. In this connection, the Government of India wrote to us in September 1955 that financial assistance to the various States would be given for each financial year only, i.e., for the period ending 31st March 1956 in the first instance. This involves revision of estimates in the case of those States which have already been granted financial aid. Action has been taken in this regard by the Secretariat of the Central Committee for Co-operative Training. The States have also been advised to submit their estimates for 1956-57 sufficiently in advance, before the end of January 1956, to enable us to take speedy action.

NOTE IV

APPROVAL OF THE PROCEEDINGS OF THE MEETINGS OF THE LOCAL COMMITTEES FOR VARIOUS TRAINING CENTRES

(i) *Proceedings of the Local Committee Meeting of the Training Centre for Block Level Co-operative Officers at Gopalpur-on-Sea held on 3rd October 1955 at Bhubaneswar*

2. The following resolutions are brought to the notice of the Committee.

1. *Appointment of teaching staff*

The following officers from the Co-operative Department of their respective States have been appointed as lecturers:

- (1) Shri R. C. Panda, B.A., Assistant Registrar of Co-operative Societies, Orissa.
- (2) Shri Biswanath Prasad Singh, B.A., Lecturer, Central Co-operative Training Institute, Bihar.
- (3) Shri Sukhdeo Giri, B.A., Lecturer, Central Co-operative Training Institute, Bihar.

These appointments may be ratified by the Standing Sub-Committee. The Principal, Shri Vedantachari, was taken on loan from the Government of Madras under whom he was working as Deputy Registrar.

2. *Appointment of office staff*

The scale of pay for the various categories of staff as approved by the Local Committee are given below:

- | | |
|---|-------------|
| (1) Manager-cum-Assistant Superintendent for hostel | Rs. 85 p.m. |
| (2) Head Clerk (1) | Rs. 90-120 |
| (3) Lower Division Clerks (2) | Rs. 50-70 |
| (4) Stenographer Grade III (1) | Rs. 85-110 |
| (5) Peons (3) | Rs. 18 p.m. |
| (6) Menials (3) | Rs. 16 p.m. |

For the post of the head clerk an experienced hand of the Co-operative Department was appointed by the Local Committee. This may be approved.

(ii) *Proceedings of the First Meeting of the Local Committee of the Block Level Co-operative Training Centre, Hyderabad, held on 15th October, 1955.*

Some of the important items are discussed below.

1. *Appointment of staff*

The appointment of the Principal (Shri C. Vijayan Nair) and one of the Lecturers (Shri Khaja Ghousddin) have been made in consultation with the Secretariat of the Central Committee. The Local Committee has suggested names for the appointment of the other two lecturers. Shri Anantha Raman, one of the two, is a retired Deputy Registrar of Co-operative Societies and has long experience. Shri Viswanatha Rao, M. Com., the other lecturer, will be useful for teaching subjects like book-keeping, rural economics, etc. The Standing Sub-Committee may approve these appointments for a period of one year on the salary indicated against each.

	<i>Name</i>	<i>Designation</i>	<i>Pay</i>	<i>Scale</i>
			Rs.	Rs.
1.	Shri C. Vijayan Nair	.. Principal	350	350-50-1,000
2.	.. Anantha Raman	.. Lecturer	300	200-10-300
3.	.. Khaja Ghousuddin	.. Do.	300	200-10-300
4.	.. K. Viswanatha Rao	.. Do.	200	200-10-300

(2) The Local Committee has recommended the following scales of salary for the clerical and menial staff:

1. Hostel Superintendent .. Rs. 50 p.m.
as allowance to one of the lecturers.
2. Office Superintendent-cum-Manager of Hostel (1) .. Rs. 150-10-250
3. Steno-typist (1) Rs. 100-7-150
4. Clerks Grade III (2) .. Rs. 50-5-105
5. Jamadar (1) Rs. 32-2-38
6. Peons (2) Rs. 21-2-26
7. Watchmen (2) Rs. 18-1-21

Shri Sadiq Ali, an ex-employee of H.A.C.A., has been appointed by the Local Committee as the Office Superintendent-cum-Manager of the Hostel. The Registrar was authorised to make the other appointments. It may be stated that the provision made in respect of the salary of clerical and menial staff in the 'Budget estimate' for this centre is Rs. 6,120 as against Rs. 5,400 in our Model Budget. The difference is due to the suggestion for the appointment of a Hostel Superintendent—one of the Lecturers being put in charge with an allowance of Rs. 50 p.m. The Standing Sub-Committee is requested to kindly approve the appointment of Shri Sadiq Ali and also accord its approval to the scales of salary for clerical and menial staff recommended by the Local Committee.

NOTE V

PAYMENT OF TRAVELLING ALLOWANCE TO MEMBERS OF THE LOCAL COMMITTEE FOR THE TRAINING CENTRES FOR BLOCK LEVEL CO-OPERATIVE OFFICERS

The Standing Sub-Committee, at its eighth meeting, had decided that each of the training centres for Block Level Co-operative Officers should have a Local Committee similar to the Local Committees for Regional Training Centres. The composition of the Committee was indicated as follows:

- (1) The Development Commissioner (or his nominee) of the State where the centre would be located.
- (2) The Registrars of Co-operative Societies of the States in the group.
- (3) An educationist.
- (4) One or two non-officials, i.e., heads of non-official apex co-operative institutions.

2. Local Committees have been formed on these lines for the training centres for Block Level Co-operative Officers at Gopalpur-on-Sea, Hyderabad, and Kotah. Similar committees for other training centres for Block Level Co-operative Officers will be organised in due course. It is, however, noticed that since the creation of Local Committees for these centres was decided after the model budget was approved by the Government of India, the budget does not contain provision for paying to Local Committee members T.A. for attending the committee meetings. Such a provision has to be made now in the budget for each Co-operative Training Centre. A sum of Rs. 3,000 per year per centre will be necessary under this heading and the Standing Sub-Committee may approve its provision in the budget so that the Government of India may be addressed on the matter.

Regarding the scale of payment, the official members such as the Development Commissioner and the Registrars of Co-operative Societies may be paid travelling allowances at the rates admissible to them according to the rates of their respective State Governments, while the non-official members may be paid at the rates admissible to non-official members of Local Committees for the Regional Co-operative Training Centres, viz., at the rates applicable to the senior officers of the Reserve Bank of India as given below.

(a) *Travelling allowances*

(i) One first class return fare by rail plus the cost of one supplementary fare for air-conditioned accommodation, if availed of, or return fare by air if the journey is performed by air.

(ii) One third class fare for servant, if taken.

(iii) Actual cartage, transport and coolie hire.

(b) *Halting allowance*

Rs. 20 per day (a day means each period of 24 hours or part thereof reckoned from the time of departure from headquarters, provided the duration of absence from headquarters covers at least one night).

NOTE VII

PROPOSAL OF THE GOVERNMENT OF HYDERABAD TO CONSTRUCT PERMANENT BUILDINGS FOR THE TRAINING CENTRE

A training centre for the Block Level Co-operative Officers from the States of Hyderabad, Mysore, Travancore-Cochin and Coorg has commenced working at Hyderabad from 17th October 1955. The Centre has been accommodated temporarily in the old army buildings in Hyderabad. The Government of Hyderabad have, however, proposed to shift the training centre after some time to Himayatsagar, about 10 miles away from Hyderabad. At this place, the Government have already organised various training centres connected with the National Extension Service Blocks, the Agricultural Farm, the International Soil Testing Centre, the Military Dairy Farm, etc., and it was considered advisable to locate the Co-operative Training Centre also there. However, since Himayatsagar lacks suitable accommodation, the Government have proposed to construct permanent buildings for the Co-operative Training Centre for which purpose they have sanctioned a sum of Rs. 1.25 lakhs. It is expected that this amount will be sufficient for constructing the minimum requirements of the classrooms and the hostel. The plans are being called for and will be forwarded to us for our approval.

It is expected that the Hyderabad Government will not charge any rent from the Central Committee for these buildings. There is also a need for constructing staff quarters at Himayatsagar where residential accommodation is not available for the staff. They cannot live at Hyderabad and cover every day a distance of about 10 miles each way. The Government of Hyderabad have already sanctioned Rs. 1.25 lakhs for the buildings for the training centre and are reluctant to find more funds for the construction of staff quarters.

The Development Commissioner has, therefore, suggested that this may be met out of the rent budgeted for the training centre. He proposes to take a loan from the Government of Hyderabad, repayable in instalments, and with this amount construct the quarters for the teaching staff. The instalments due on the loan will be paid from the rent expected to be paid by the Central Committee. The budget provides for a rent of Rs. 8,000 per annum and if the Committee decides to run the Centre for five years, it will come to Rs. 40,000.

The course of action suggested by the Development Commissioner, Hyderabad, appears to be reasonable. The Government of India in the Ministry of Agriculture are agreeable even to giving the rent for the five years in advance. The Standing Sub-Committee may, therefore, approve the suggestion of the Development Commissioner, Hyderabad.

NOTE VIII

A FEW POINTS REGARDING THE TRAINING SCHEME FOR BLOCK LEVEL CO-OPERATIVE OFFICERS FOR CONSIDERATION

In the course of implementing the training scheme for Block Level Co-operative Officers, it was noticed that a few points required consideration. These related to (1) arrangements for practical training particularly in Bombay and Madras States, (2) concessions to be given to trainees during study tours, and (3) arrangements for holding examinations at the end of the course. They are examined in detail below for the consideration of the Standing Sub-Committee.

(1) In the scheme drawn up for the training of Block Development Co-operative Officers, it is stated: (page 3, lines 4-9*):

“The practical study of the trainees will be of a sufficiently long duration and it will concentrate on the operational aspects of the officer's duties and the working of co-operatives. This training will thus consist of visits of observation and visits of participation. It would be necessary for the trainees to stay at least for two weeks at a time in an institution and actually participate in its work.”

The period of practical training consists of two periods of six weeks each. In this connection, the following points arise for consideration:

- (i) Whether the practical training should be arranged at the end of each term;
- (ii) Whether this training should be arranged in Bombay and/or Madras State. In the case of our Regional Training Centres, we have decided that the candidates must visit either Bombay or Madras as part of the practical training. In the case of the Block Level Officers, the type of practical training envisaged is more concentrated study of particular institutions since it is stated “the trainees to stay at least for two weeks in an institution and actually participate in its work.”

If the candidates are to visit either Bombay or Madras, they should be allowed at least a fortnight. These visits will certainly be of help in broadening their outlook.

The financial implications of this scheme will be as follows: Each candidate will have to be paid an approximate train fare of

* Printed brochure.

Rs. 150 to cover the above visits and the miscellaneous expenses to be incurred by the training centre may be placed at Rs. 50 per batch of 10 trainees. The travelling allowance and daily allowance for the teaching staff accompanying the trainees have been roughly estimated at Rs. 600 per head. Thus for each centre of 100 candidates, the cost of practical training will amount to Rs. 21,500. It may be added here that these estimates have been based on the assumption made below in para 2 that each trainee will be given a daily allowance of Rs. 3 over and above the monthly stipend of Rs. 50. If, however, suitable lodging accommodation is to be provided for by the training centre at its own cost, then the estimates will vary and may have to be higher.

2. As regards concessions, the scheme states that no special allowances will be given to them individually (page 3, lines 9-5 from bottom*):

“No special allowance will be given to them individually for meeting their expenses during study tours, but their essential expenditure on such tours as per arrangements considered satisfactory by the Central Committee will be met by the scheme.”

The candidates are being given a daily allowance of Rs. 3 over and above the monthly stipend of Rs. 50. Therefore, what seems to be implied in the above passage is that the actual fare for travel will be given by the training centre. Provision has been made for this in the budget already. The Standing Sub-Committee may confirm this presumption.

3. The scheme does not make any mention of holding an examination at the end of the course. We are conducting examinations at our Regional Centres. Similar examinations may be held at these training centres also. If this is approved, the second session of the practical training will have to be, not at the end of the second term, but after nine weeks of the second term; the candidates will then go for the practical training of six weeks and during the last three weeks of the course, the lectures will be concluded and the examinations held.

The cost of conducting examinations at each centre is estimated at Rs. 1,500 per centre of 100 candidates. This is based on the scale of expenditure approved for the Regional Training Centres.

NOTE IX

PROPOSAL FOR THE TRAINING OF NON-OFFICIAL PERSONNEL OF CO-OPERATIVE SOCIETIES RECEIVED FROM THE GOVERNMENT OF BOMBAY

We have received a proposal from the Government of Bombay for the training of non-official personnel of co-operative societies in the Bombay State, with a request to approve the scheme and recommend it to the Government of India for 50 per cent grant on the shareable items. A copy of the scheme is enclosed (Appendix 30).

The scheme visualises the training of secretaries, members of the managing committees and the members in general of rural co-operative societies. It also includes members of agricultural produce market committees, established under the Agricultural Produce Market Act. At present, the Bombay Provincial Co-operative Institute arranges for such training by attaching Training Inspectors to District Co-operative Boards. There are at present 28 Training Inspectors in 27 districts. They hold Secretaries' Training Classes for five to six weeks and also hold refresher classes for the members of the managing committees and others. During the year 1953-54, 52 Secretaries' Training Classes were held and 1,949 persons took advantage of these classes. 605 managing committee and other members' classes were held and 7,227 persons were given training.

It is now proposed, in the new scheme, to extend the period of training classes for secretaries from six to eight weeks and to start more classes in more centres. The scheme does not make mention of the duration of the classes either for members of managing committees or for ordinary members. This may be presumed to be of one week and two or three days' duration respectively as at present. To begin with, it is proposed to employ 25 *more* Training Inspectors and 25 *more* peons for the expansion of training classes at the district level during the last year of the First Five Year Plan. But according to the scheme the total expenditure that the Government of India are called upon to bear works out to Rs. 3,42,750, covering a period of eight months of the last year of the First Five Year Plan and the entire period of the Second Five Year Plan.

The Government of Bombay have now requested that the Central Committee for Co-operative Training may recommend to the Government of India to sanction Rs. 14,250 being 50 per cent of the total cost from 1st November, 1955 to 29th February, 1956 to enable the Government to implement the scheme with immediate effect. The Standing Sub-Committee may consider the request from the Government of Bombay.

NOTE XI

CONSIDERATION OF THE RATE OF TRAVELLING ALLOWANCE TO THE TEACHING STAFF

The Standing Sub-Committee of the Central Committee for Co-operative Training, at its meeting held on 22nd April 1955, approved the following fares to be paid to the teaching staff and the trainees of the various training centres with effect from 1st April 1955.

1. The trainees of the Senior Officers' Training Course who were formerly permitted to travel by second class might be given first class.
2. The trainees of the Intermediate Training Course who were formerly permitted to travel by inter class might be given second class fares.
3. The Principals and lecturers other than those on deputation might be paid single first class fares, while those who were on deputation might be paid the railway fares according to the Travelling Allowance Rules of their respective Governments which might be applicable to them. The Local Committee should, however, ensure that the teaching staff is not compelled to travel by a lower class than that allowed to the trainees.

The above decision was communicated to the Regional Training Centres and the Co-operative Training College, Poona.

The College Committee of the Co-operative Training College, Poona, considered this decision of the Standing Sub-Committee at its meeting held on 22nd June 1955 at Bombay and resolved that professors and lecturers of the College accompanying officer-trainees on tour be entitled, in addition to the single railway fare, to the class to which they were entitled, an extra fare not exceeding eight pies per mile for the distance travelled to meet incidental expenses. This resolution departs from the previous practice which was to regulate travelling allowance in accordance with the Bombay Government Rules. As such it is also a departure from our Standing Sub-Committee's resolution. The Standing Sub-Committee may decide whether the Poona College should not be asked to adhere to the Bombay Government Rules.

At its meeting held on 16th July 1955 the Local Committee has resolved that lecturers who are not on deputation from any Government should, like officers on deputation, be given train fare plus mileage instead of train fare alone. This is a departure from the Standing Sub-Committee's resolution of April last. The Local Committee may be asked to adhere to the Standing Sub-Committee's decision taken in April last.

NOTE XII

REPRESENTATION FROM THE TEACHING STAFF OF THE REGIONAL CO-OPERATIVE TRAINING CENTRE AT PUSA

We have received a representation from the teaching staff of the Regional Training Centre at Pusa that the rates of daily allowance granted to them are meagre. The Chairman of the Local Committee, while forwarding the representation, has stated that these rates may be fixed at a level at which the officers of the Reserve Bank holding analogous posts are paid or at such reasonable level as may be sufficient to compensate the additional expenditure incurred during long tours. In this connection, it may be pointed out that the Standing Sub-Committee, at its seventh meeting held in April 1955, considered the question of uniform allowances at all the Regional Training Centres and it was decided that the subject might be considered in detail at a later date and until then, it was decided that the present practice should continue.

In another decision in the case of the teaching staff of the Pusa College, the same Standing Sub-Committee meeting resolved "that the teaching staff might be given allowance at the rates admissible to the officers of the Government of Bihar holding analogous posts. This would be applicable even when the staff go outside the Bihar State during the period of practical training of the candidates."

In the representation received from the Pusa staff, it is stated :

(1) On the above basis of the daily allowance approved by the Standing Sub-Committee, the Principal will receive Rs. 5 while the lecturers (two lecturers) will get Rs. 3 and Rs. 2-8 respectively. In the case of the Principal, according to the West Bengal Service Rules—which is his parent service—he will be eligible for a daily allowance of Rs. 6.

(2) The Principal has been sent on deputation by his Government to the Reserve Bank of India and hence the rules of the Reserve Bank should apply to him. Further, the lecturers have been appointed by the Reserve Bank and, therefore, naturally, they expect that the Reserve Bank rules will be applicable to them.

(3) The rates of daily allowance which have now been sanctioned were not known to the lecturers at the time the posts were offered to them and they expected that the Reserve Bank's Travelling Allowance and Daily Allowance Rules would apply to them.

(4) The Government rates of daily allowance are linked with other privileges such as free accommodation in dak bungalows, services of a peon on tour, etc., which are not available under their present service conditions.

(5) The Government rules come together as a whole and specific clauses of the Government rules could hardly be made applicable to anyone without reference to the other privileges which the Government rules provide.

(6) The tours which the Government servants undertake are only for short periods and, therefore, do not involve the same expenses as when one has to be away from headquarters for a period of four months at a stretch.

(7) The trainees are allowed a daily allowance of Rs. 4 per day.

In respect of (2) and (3), it may be stated that excepting the Principal, whose services were placed at the disposal of the Reserve Bank of India by the West Bengal Government, the other appointments were made by the Local Committee and in their order appointing them, it was clearly stated that they would be governed by the Bihar Government rules and to this extent, the statements made by the teaching staff are incorrect.

The scale of the Principal is Rs. 500-50-1,000 and is, therefore, analogous to that of an officer of the Reserve Bank. The scale of allowance for him in the Reserve Bank is Rs. 15 per day. The lecturers have been given the grade of Rs. 200-10-300 which may be considered as analogous to that of a Research Assistant of the Reserve Bank (Rs. 175-12½-300-EB-20-440) who are eligible for a daily allowance of Rs. 6 only. But in the case of the Reserve Bank officers, no additional mileage fare is given to them for meeting incidental expenses over and above the actual rail fare incurred while on travel. Nor is mileage allowed for road journey beyond 20 miles. Consequently, the rates are slightly higher.

Though in the representation it is stated that the daily allowance for the lecturers are Rs. 3 and Rs. 2-8 respectively, the Member-Secretary, on receipt of a telegram from the Local Committee, with the concurrence of the Chairman, had agreed, in May 1955, to pay to the lecturers daily allowance at the rate of Rs. 4 or according to the Bihar Government rules whichever was more during the course of the practical training of candidates. The Standing Sub-Committee may consider the representation and fix the rate of daily allowance for the Principal and the other teaching staff.

NOTE XV

SUPERVISORY CONTROL OVER THE SUBORDINATE SCHOOLS FOR WHICH THE GOVERNMENT OF INDIA HAVE SANCTIONED SUBSIDIES ON OUR RECOMMENDATIONS

At the eighth meeting of the Standing Sub-Committee, it was decided that although the funds for subordinate training schools were placed at the disposal of the respective State Governments directly by the Government of India, the overall supervisory control over the schools should rest with the Central Committee for Co-operative Training. This decision was communicated to the Ministry of Food and Agriculture, Government of India, and they have since instructed the State Governments in the following terms:

“... Although the funds have been placed at the disposal of the State Governments by the Government of India, the overall control over the schools will rest with the Central Committee for Co-operative Training.”

“While the Registrar of Co-operative Societies of the State where the school is located would primarily be responsible for the proper maintenance of the accounts of the school, officers deputed by the Central Committee will inspect the training arrangements, the standards of teaching, etc., wherever necessary and may also either call for or look into the accounts.”

The Chairman of the Standing Sub-Committee had indicated that the scheme of inspection could be drawn up after the Education and Training Division had been constituted in the Agricultural Credit Department. The Division is being constituted and in the following months, the full complement of staff will be available. In the meanwhile some of the States, as shown below, have started their schools under the scheme and they will be completing their first session by December 1955 or January 1956. If these schools are to be inspected before the first session is completed, the programme may have to be finalised in this respect. In the absence of sufficient staff, the audit of these training centres, wherever necessary, might be deferred for some time but in the meanwhile, inspection of these schools may be arranged.

<i>State</i>	<i>Location of the Centre</i>	<i>Date of commencement</i>
Madhya Bharat	Agar	1-7-1955
Bihar	Ranchi	11-9-1955
Orissa	Cuttack	7-7-1955
Saurashtra	Bhavnagar	5-7-1955
Hyderabad	Hyderabad	4-10-1955
Madhya Pradesh	Nagpur	1-10-1955

<i>State</i>			<i>Location of the Centre</i>	<i>Date of commencement</i>
Vindhya Pradesh	Rewa	1-9-1955
Rajasthan	Jaipur	
Bombay	Poona	July 1955
			Surat	July 1955
			Dharwar	July 1955

The Standing Sub-Committee may consider this question and decide upon the line of action.

NOTE XVI

SOME PROBLEMS RELATING TO THE TRAINING OF SUBORDINATE CO-OPERATIVE PERSONNEL

The training scheme drawn up by the Central Committee for Co-operative Training for subordinate co-operative personnel provides for a six months' course comprising theoretical training for four months and practical training for two months. The actual arrangement of the course in the various States may be broadly classified in two categories; in one category, the course begins with theoretical training, after the completion of which there is practical training, and thereafter, trainees go back to their institutions, without returning to the centre; in the other, there is theoretical training for first three months, practical training in the fourth and fifth months, and thereafter, the trainees return to the training centre for one month's theoretical training. The latter procedure appears to be more useful for the reason that it gives an opportunity to the trainees to pool their experience, when they again assemble at the training centre and also to get clarification from the teaching staff of any doubt that they may have. It is proposed to request all the subordinate training centres to follow the second method, if the Standing Sub-Committee approves.

Again, it may be useful to split practical training in two parts, (i) study tours of a number of important institutions in the State for, say, a month, and (ii) intensive study at two or three important institutions for the remaining period. This arrangement, if approved by the Standing Sub-Committee, will be suggested for the subordinate training centres.

The training scheme for Subordinate Co-operative personnel also states "as an all-India programme of training has been evolved, it would be desirable to have some uniformity among the States in regard to the standard of teaching, the method of conducting examination, valuation of papers, award of certificates, etc." In pursuance of this decision, for the present, the following suggestions may be made to the various States.

1. An examination may be conducted at the end of the course.
2. The papers may be valued by internal as well as external examiners. The officers of the Co-operative Department and important co-operative institutions in the State may be requested to work as honorary external examiners.

3. A merit certificate styled as "Diploma in Co-operation" may be awarded to the candidates.

Detailed suggestions regarding examinations, etc., may be made only after gaining further experience of the scheme.

PROCEEDINGS OF THE NINTH MEETING OF THE
STANDING SUB-COMMITTEE OF THE CENTRAL
COMMITTEE FOR CO-OPERATIVE TRAINING HELD IN
BOMBAY AT THE RESERVE BANK OF INDIA ON THE
22ND NOVEMBER 1955

The ninth meeting of the Standing Sub-Committee of the Central Committee for Co-operative Training was held in Bombay at the Reserve Bank of India on the 22nd November 1955. The following members were present:

1. Prof. D. G. Karve (*Chairman*)
2. Shri B. Venkatappiah
3. Shri S. T. Raja, Joint Secretary, Ministry of Food and Agriculture
4. Shri J. C. Ryan (*Member-Secretary*)

Shri B. J. Patel, Honorary Secretary, All-India Co-operative Union, attended the meeting by special invitation for discussing the first item of the Agenda. Shri Syam Nandan Sahaya, Chairman, All-India Co-operative Union, who was also invited to attend the meeting, could not be present.

ITEM I: CONSIDERATION OF THE SCHEME FOR TRAINING NON-OFFICIAL PERSONNEL OF CO-OPERATIVE SOCIETIES—PROPOSAL RECEIVED FROM THE ALL-INDIA CO-OPERATIVE UNION

The Committee considered the proposal submitted by the All-India Co-operative Union for pilot schemes for training non-official personnel of the co-operative movement. During the discussions it was emphasised that any scheme now drawn up should take into account the future plans of expansion and the financial provision to be made for the same. It was, therefore, necessary to select for these pilot experiments areas where official and non-official co-operation was fairly well developed and where a satisfactory organisational set-up would be available. The ultimate aim of training was to make co-operatives work on their own, i.e., under full non-official guidance. This envisaged creation of State Co-operative Unions which would look after the organisational and educational aspects of the co-operative movement in the State, in co-operation with the apex co-operative bank, central banks, marketing federations, etc. The State Union would be a federal structure consisting of the various co-operative units in the State. Any scheme of general co-operative education, therefore, should work on the basis of (a) fairly good state co-operative unions, (b) fairly regular participation of central banks, marketing societies, etc., and (c) the maximum possible utilisation of the existing co-operative training centres. The All-India Co-operative Union would be the overall co-ordinating and advisory agency.

To work the scheme to achieve the objects expressed above the States would, for the present, fall into three categories, namely, (1) those where state co-operative unions existed and functioned efficiently, (2) those where state co-operative unions did not exist, but could be formed at a later stage, the immediate agency being an *ad hoc* committee designed to be the precursor of a later union, and (3) States where there was no need for state co-operative unions in view of the size of the State or some other special reason. The All-India Co-operative Union would directly organise co-operative education in this last case.

It was also emphasised that both for the administrative and financial implications of schemes of co-operative training, State Governments would have to be active participants in them. On the recommendation of State Governments, and as per schemes conforming to principles approved by the All-India Co-operative Union, grants would have to be sanctioned for each State as part of their Plan fund expenditure. For any functions to be directly discharged by the All-India Co-operative Union a direct grant out of Central Government funds would be made to them. For functions discharged by state unions and departments, grants would have to be routed through state budgets.

The needs of training for non-official personnel fell into three stages: (1) a brief but intensive orientation of present and would-be members in the whole principle, policy and practice of Co-operation; (2) a course of training for members of elected committee so as to explain to them the nature of their duties; and (3) a businesslike training of elected office-bearers, stipendiary or honorary, in the requirements of their particular posts, such as secretaries. For these several stages and in the light of likely changes as a result of the States Reorganisation Commission Report the All-India Co-operative Union was requested to make concrete proposals in modification of the earlier scheme. Mr. Patel agreed to send the revised scheme at an early date. It was agreed that if the fresh proposals conformed to the decisions arrived at by the Standing Sub-Committee, the Chairman should forward them for adoption to the Government of India.

ITEM II: CONSIDERATION OF THE PROCEEDINGS OF THE CONFERENCE OF THE REGISTRARS OF CO-OPERATIVE SOCIETIES AND PRINCIPALS OF REGIONAL TRAINING CENTRES

- (1) *Points arising from the proposal for the training schemes for the subordinate co-operative personnel in Madras and Andhra*
 - (i) *Duration of the courses*

The Committee approved the recommendation of the Informal Conference held in August 1955, that it would not be desirable to disturb the existing arrangements, and decided to recommend

to the Government of India to grant financial assistance for the full period of training, namely, 12 months for departmental candidates and 11 months for institutional candidates in Madras and Andhra States.

(ii) *Tuition fees*

As regards levy of tuition fees in Madras and Andhra, the Committee thought that the information sent by the Registrar of Co-operative Societies, Andhra State, did not contain enough details to show how the receipt of 50 per cent grant on shareable items would mean lesser benefit to the Institute than the loss on fees, or how the added income by way of grant would be utilised. It was resolved to obtain more details on these points both from Madras and Andhra before deciding the question of grants to schools which charge fees.

As regards levy of fees from private candidates, it was decided that the Committee need not take particular objection to this if the State Governments so desired.

(iii) *Stipends*

The Committee confirmed the position that the Central Committee would share only in the expenses actually incurred and to the extent permissible under the Committee's formula, i.e., the Committee would share its part of the stipends, namely, Rs. 20 only in cases where the candidates were given stipends of Rs. 40.

(2) *Special short-term course in some selected subjects like Land Mortgage Banking, Co-operative Marketing, etc.*

The Committee accepted the recommendation of the Informal Conference that, as a short-term measure to ensure adequate supply of trained personnel qualified to undertake specialised activities, in connection with co-operative development programmes under the Second Five Year Plan, special courses of training for short periods should be arranged in subjects like Land Mortgage Banking, Co-operative Marketing, Warehousing, Industrial Co-operation and Co-operative Farming. The Committee also agreed that immediately such courses might be organised in respect of land mortgage banking and co-operative marketing.

The Committee agreed with the proposal contained in the note that immediately a special course in land mortgage banking should be organised at the Madras Regional Training Centre, in view of the facilities available for practical training in the States of Madras and Andhra, where land mortgage banking had made considerable progress. The candidates admitted to this course would be considered to be of the intermediate level and eligible for all concessions and facilities at present available to the intermediate personnel at the Regional Training Centre. It was

further decided that the Reserve Bank of India might be approached for the necessary funds for such special courses.

On the question of organising a special course on co-operative agricultural marketing and warehousing, it was resolved that a sub-committee consisting of the following persons, with powers to co-opt, be appointed to discuss and draw up a scheme during the ensuing Conference of Registrars at Hyderabad in the last week of November 1955.

1. Shri J. C. Ryan
2. Shri M. P. Bhargava ... Adviser in Co-operation, Government of India.
3. Shri Ghatge Chief Marketing Adviser, Government of India.
4. Shri K. Subrahmanyam Registrar, Co-operative Societies, Naidu Andhra.

It was also decided to invite Shri P. M. Chengappa, Principal, Co-operative Training College, Poona, for consultation.

- (3) *Special short-term training courses for the Block Level Co-operative Officers who had previous training in co-operative institutes and suggestions from Madras and Andhra.*

The Committee accepted the proposal made in the note that the period of training for Block Level Co-operative Officers from Madras and Andhra States to be organised at Tirupati should be for a period of 3½ months, divided into two months' theoretical training and 1½ months' practical training with a break of 15 days between two sessions. The Committee also authorised the Member-Secretary to approach the Government of India for the necessary funds.

- (4) *Revision of Curricula and Syllabi for the various training centres.*

The Committee approved the note on the subject.

ITEM III: REVIEW OF PROGRESS MADE AT THE VARIOUS CO-OPERATIVE TRAINING CENTRES

The Committee recorded the notes on the progress made at the various training centres and took the following decisions.

1. The Committee sanctioned the proposal of the Local Committee, Pusa, to shift the Regional Centre to Ranchi and to hire the two houses, owned by Shri Birla, for the purpose. The Member-Secretary was authorised to take further steps in the matter and to approve of a suitable programme of actual shifting at a convenient date.

2. The Committee resolved that the Adviser in Co-operation to the Government of India in the Ministry of Food and Agricul-

ture, be nominated as a member of the Local Committee for the Regional Training Centre at Meerut.

ITEM IV: APPROVAL OF THE PROCEEDINGS OF THE MEETINGS OF THE LOCAL COMMITTEES FOR VARIOUS TRAINING CENTRES

(a) *Proceedings of the Local Committee meeting (first) of the Block Level Co-operative Officers' Training Centre at Gopalpur-on-Sea*

The Sub-Committee ratified the appointments of the following teaching staff for the training centre at Gopalpur-on-Sea for Block Level Co-operative Officers on the scales noted below:

<i>Name</i>	<i>Scales of pay</i>
<i>Principal</i>	
Shri Vedantachari, Deputy Registrar, Co-operative Societies, Madras.	Rs. 500 in the scale of Rs. 500-50-1,000 plus other allowances at the rates admissible under the Orissa Government Rules.
<i>Lecturers</i>	
Shri R. C. Panda, B.A., Assistant Registrar, Co-operative Societies, Orissa.	Grade pay plus a deputation allowance of 20 per cent. over the pay and other allowances at the rates admissible under the Orissa Government Rules.
Shri Biswanath Prasad Singh, B.A., Lecturer, Central Co-operative Training Institute, Bihar.	Do. do.
Shri Sukhdeo Giri, B.A., Lecturer, Central Co-operative Training Institute, Bihar.	Do. do.

The Committee further ratified the following scales of pay for the various categories of the staff as approved by the Local Committee.

<i>Cadre</i>	<i>No. of posts</i>	<i>Scale of pay Rs.</i>	<i>Allowances</i>
1. Manager-cum-Assistant Superintendent for Hostel	1	85	At the rates permissible under the Orissa Government Rules.
2. Head Clerk	1	90-120	
3. Stenographer Grade III.	1	85-115	
4. Lower Division Clerks.. .. .	3	50-90	
5. Peons	3	} To be appointed by the Registrar, Co-operative Societies, Orissa.	
6. Menial staff			

(b) *Proceedings of the first meeting of the Local Committee of the Block Level Co-operative Officers' Training Centre at Hyderabad.*

The following appointments to the posts of teaching staff for the training centre at Hyderabad for Block Level Co-operative Officers, recommended by the Local Committee, were approved by the Sub-Committee.

	<i>Designation</i>	<i>Pay Rs.</i>	<i>Scale Rs.</i>	<i>Allowance</i>
1.	Shri C. Vijayan Nair, M.A. Principal	350	350-50-1,000	At the rates permissible under Hyderabad Government Rules.
2.	Shri M. Anantha Raman, B.A. Lecturer	300	200-10-300	Do. do.
3.	Shri Khaja Ghousuddin	300	200-10-300	Do. do.
4.	Shri K. Viswanath Rao, M. Com.	200	200-10-300	Do. do.

The Committee also ratified the scale of pay for various cadres of office staff as shown below:

	<i>Cadre</i>	<i>No. of posts</i>	<i>Scale of pay Rs.</i>	<i>Allowance</i>
1.	Office Superintendent-cum-Manager	1	150-10-250	At the rates admissible under Hyderabad Government Rules.
2.	Steno-typist	1	100- 7-150	
3.	Grade III Clerks	2	50- 5-105	
4.	Jamadar	1	32- 2- 38	
5.	Peons	2	21- 2- 26	
6.	Watchmen	2	18- 1- 21	

ITEM V: PAYMENT OF TRAVELLING ALLOWANCE TO MEMBERS OF THE LOCAL COMMITTEE FOR THE TRAINING CENTRES FOR BLOCK LEVEL CO-OPERATIVE OFFICERS

It was pointed out that the usual practice was that whenever the Central Government wanted State representatives to attend a meeting in which the State themselves were interested, the travelling and other allowances of the State Government officials were usually borne by the State Governments. The training centres for Block Level Co-operative Officers were financed by the Government of India which expected that State officials travelling in connection with the work relating to the centres should draw travelling allowance from their State Governments as they did for other similar journeys. The Member-Secretary was authorised to advise the State Governments accordingly.

Regarding the non-official members, the Committee decided that they should be paid travelling allowance and daily allowance at the following rates.

(a) *Travelling allowance*

- (i) One first class return fare by rail.
- (ii) One third class for servant, if taken.

(b) *Daily allowance*

At the rate admissible to the Registrar of Co-operative Societies of the State in which the training centre is situated.

Necessary provision may be made in the individual centre's budget for the expenditure on travelling allowance on the above basis.

ITEM VI: APPROVAL OF THE BUDGETS FOR THE BLOCK LEVEL
CO-OPERATIVE OFFICERS' TRAINING CENTRES

The Committee confirmed the basis followed in framing the model budget, namely, calculating the budget for salary, etc., for 12 months and for other items such as stipends, etc., for 10 months, since the intention was to provide a mid-session interval to enable the teaching staff to get ready for the next session and to arrange for tours, etc.

A. *Budget for Gopalpur-on-Sea*

The Sub-Committee approved the budget estimates for the training centre at Gopalpur-on-Sea for Block Level Co-operative Officers, submitted by the Local Committee of that centre, with the following changes and authorised the Member-Secretary to approach the Government of India for the excess:

(i) The provision of Rs. 5,000 for travelling allowance to Local Committee members was reduced to Rs. 1,000 in view of the decision taken on the subject under item V of the Agenda.

(ii) The provision of Rs. 2,000 for library which has been shown as a recurring item in the Gopalpur-on-Sea budget should be shown as non-recurring item as in the model budget, a suitable recurring item being included from the second year.

(iii) The expenditure of Rs. 200 incurred by the training centre on the opening ceremony should be added to the budget.

The budget as finally approved by the Sub-Committee is given below:

I. *Recurring expenditure per annum*

	Rs
1. Salaries of staff	
a. One Principal	6,480
b. Lecturers 3	10,296
c. Honorary Lecturers for special subjects ...	2,400
d. Clerical and menial staff	5,544
d. (i) Hostel Superintendent's allowance	500
e. Dearness allowance and leave salary	6,220
f. Pay/Honorarium of the additional or non-official persons connected with practical training of the candidates	3,150
g. Travelling allowance and daily allowance for the above (f) and the regular staff	3,000
h. Travelling allowance and daily allowance for the members of the Local Committee ...	1,000
2. Stipends and allowances to Candidates	
a. Stipends at Rs. 50 per month per candidate for 10 months (500×122)	61,000
b. Travelling allowance to candidates for joining the class, for study tour, for returning home on holiday and for joining place of work at Rs. 100 per candidate (100×122)	12,200
c. Daily allowance to candidates while on tour at Rs. 3 per day for 12 weeks	30,500
3. Rent and miscellaneous	
a. Building rent including that of the hostel ...	8,000
a. (i) Extra rent on account of houses for teaching staff	800
b. Contingent expenditure for running the office of the Principal of the training centre	4,800
4. Periodicals, etc.	
Books, periodicals, journals, newspapers and games and sports	1,000
	1,56,890

II. Non-recurring expenditure

<i>Furniture and Fixtures</i>	Rs.
a. Furniture for office, lecture rooms, library, Principal's room and Lecturers' room, etc. ...	4,000
b. Furniture for the hostel room, messes, etc. ...	4,000
c. Office equipment like typewriter, Gestetner duplicator, cash chest, timepiece, clock, bell, etc.	3,000
d. Library	2,000
e. Contingencies	200
	13,200

B. Budget for Hyderabad

The Committee approved the budget estimates for the training centre at Hyderabad for Block Level Co-operative Officers, submitted by the Local Committee of the Centre, with the following changes, and authorised the Member-Secretary to approach the Government of India for the excess.

(i) Provision of Rs. 5,000 for travelling allowance to Local Committee members will be reduced to Rs. 1,000 in view of the decision taken on the subject under item V of the Agenda.

(ii) Provision of Rs. 2,000 for library which has been shown as a recurring item should be shown as a non-recurring item on the lines of the model budget, a suitable recurring item being included from the second year.

(iii) Provision of Rs. 3,500 made for miscellaneous and contingent expenditure should be reduced to Rs. 1,500 and the item should be shown as contingencies.

The budget as finally approved by the Sub-Committee is given below :

I. Recurring expenditure per annum

1. Salaries of staff	Rs.
a. One Principal	4,200
b. Lecturers for 12 months	10,800
c. Honorary Lecturers for special subjects	2,400
d. Clerical and menial staff	5,520
d. (i) Hostel Superintendent's allowance	600
e. Dearness allowance, etc.	6,765

	Rs.
f. Pay/Honorarium of the additional or non-official persons connected with practical training of the candidates for 7 tutors	3,150
g. Travelling allowance and daily allowance for the above (f) and of the regular staff	3,000
h. Travelling allowance and daily allowance for the members of the Local Committee	1,000
2. Stipends and allowances to candidates	
a. Stipends at Rs. 50 per month per candidate for 10 months (500 × 100)	50,000
b. Travelling allowance to candidates for joining the class, for study tour, for returning home on holiday and for joining place of work at Rs. 100 per candidate (100 × 100)	10,000
c. Daily allowance to candidates while on tour at Rs. 3 per day for 12 weeks	25,000
3. Rent and miscellaneous	
a. Building rent including that of the hostel	8,000
b. Contingent expenditure for running the office of the Principal of the Training Centre	4,800
4. Periodicals, etc.	
a. Books, periodicals, journals, newspapers and sports	1,000
	1,36,235

II. Non-Recurring expenditure

<i>Furniture and fixtures</i>	Rs.
a. Furniture for office lecture rooms, library, Principal's room and Lecturers' room, etc. ...	6,487
b. Furniture for the hostel room, messes, etc. ...	9,918
c. Office equipment like typewriter, Gestetner duplicator, cash chest, timepiece, clock, bell, etc.	4,901
d. Library	2,000
e. Contingencies	1,500
	24,806

ITEM VII: PROPOSAL OF THE GOVERNMENT OF HYDERABAD TO
CONSTRUCT PERMANENT BUILDINGS FOR THE TRAINING CENTRE

The Committee appreciated the gesture of the Government of Hyderabad to construct the necessary buildings at their own cost for locating the training centre and the hostel. The Committee also agreed with the suggestion of the Development Commissioner for constructing quarters for the staff members out of a loan taken from the Government of Hyderabad, instalments of which would be met from the allotment for rent in the model budget over a period of five years.

ITEM VIII: A FEW POINTS REGARDING THE TRAINING SCHEME FOR
BLOCK LEVEL CO-OPERATIVE OFFICERS FOR CONSIDERATION

The Committee discussed the three points raised in the note. Regarding practical training, the Chairman explained that taking into account the nature of duties that the officers would be immediately called upon to perform, they required only intensive knowledge of the various activities in the Extension areas and that this could be better achieved by concentrating their training within the State, where the training centre was located. As regards the timing of the practical training it would have to be based on the seasonal and other factors in each State.

As regards the payment of daily allowance to candidates *vis-a-vis* their expenditure on study-tour being met by the training centre, the Chairman clarified that the idea underlying these concessions was that when candidates went for practical training to villages where lodging and boarding arrangements would have to be made by the training centre, daily allowances would not be paid; the training centre would itself incur the necessary expenditure by negotiation and set it off against the daily allowances not disbursed to the trainees.

On the question of holding examinations, the Sub-Committee decided that there should be class tests at periodical intervals, on the results of which the trainees should be given a *certificate* at the end of the course. Detailed instructions will be issued to the training centres in due course.

ITEM IX: PROPOSALS FOR THE TRAINING OF NON-OFFICIAL PER-
SONNEL OF CO-OPERATIVE SOCIETIES RECEIVED FROM THE GOVERN-
MENT OF BOMBAY

Consideration of the item was postponed pending discussion of a similar item at the forthcoming conference at Hyderabad.

ITEM X:

Omitted.

ITEM XI: CONSIDERATION OF THE RATE OF TRAVELLING ALLOWANCE TO THE TEACHING STAFF

The Committee noted the revision made in the scale of travelling allowance for the teaching staff of the Co-operative Training College, Poona, in accordance with the revised Bombay Government rules. The Committee reaffirmed the decision of the Standing Sub-Committee on the subject of travelling allowance at Pusa Centre taken in April 1955.

ITEM XII: REPRESENTATION FROM THE TEACHING STAFF OF THE REGIONAL CO-OPERATIVE TRAINING CENTRE, PUSA, REGARDING PAYMENT OF D.A. TO TEACHING STAFF

The Committee regretted its inability to agree with the demands made in the representation and directed the Member-Secretary to make it clear that these training centres were not part of the Reserve Bank of India and that scales and conditions of service in the Reserve Bank were not applicable to the staff engaged by the Central Committee.

ITEM XIII: REPRESENTATION FROM THE GOVERNMENT OF BIHAR REGARDING THE SALARY OF SHRI SHANKERJEE—LECTURER IN THE CO-OPERATIVE TRAINING CENTRE, PUSA

Since the appointment of Shri Shankerjee was made on a specific contract, the Committee regretted that a deputation allowance could not be given.

ITEM XIV: REQUEST FROM THE SOUTH INDIA CO-OPERATIVE INSURANCE SOCIETY, MADRAS, TO RAISE THE RENT FOR PREMISES OF THE TRAINING CENTRE AT MADRAS

The Committee accepted the recommendation of the Local Committee of the Madras Training Centre and sanctioned the increase in rent from Rs. 900 to Rs. 1,000 as requested by the Society.

ITEM XV: SUPERVISORY CONTROL OVER THE SUBORDINATE SCHOOLS FOR WHICH THE GOVERNMENT OF INDIA HAVE SANCTIONED SUBSIDIES ON OUR RECOMMENDATIONS

The Committee recorded the note on the subject and decided to request the Reserve Bank of India to strengthen as early as possible the Training Section of the Agricultural Credit Department by the appointment of adequate staff, especially a senior officer to be in charge of administrative supervision, and another to be in charge of supervision and inspection of training.

**ITEM XVI: SOME PROBLEMS RELATING TO THE TRAINING OF
SUBORDINATE CO-OPERATIVE PERSONNEL**

It was agreed that the points raised in the note might be informally discussed at the conference to be held at Hyderabad along with the agenda.

**ITEM XVII: ANY OTHER MATTER RAISED WITH THE PERMISSION
OF THE CHAIRMAN**

Nil

**ITEM XVIII: DATE OF NEXT MEETING OF THE STANDING SUB-
COMMITTEE**

The Chairman was requested to fix a date for the next meeting in due course.

APPENDICES

APPENDIX 1

(Ref. Note 1 relating to third Meeting of the Central Committee)

No. F. 36-11/54-C(E)

GOVERNMENT OF INDIA

MINISTRY OF FOOD AND AGRICULTURE

NEW DELHI, the ^{21st}/_{22nd} September, 1954

From

Shri M. R. Bhide, I.C.S.
Joint Secretary to the Government of India,

To

The Member-Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India
Bombay-1.

Sir,

Sub:—Arrangements for the training of co-operative subordinate personnel employed in Departments and the Institutions in the various States

I am directed to convey the approval of the Government of India to the scheme for the training of subordinate personnel of Co-operative Departments and the institutions as recommended by the Central Committee for Co-operative Training at its meeting held on 5th July 1954 and to state that a sum of Rs. 3.5 lakhs has been sanctioned as grant for distribution to the various State Governments during the current financial year towards meeting part of their expenditure on the scheme under conditions laid down by the Central Committee. The general principles which have been approved by the Central Committee and which are acceptable to the Government of India are as under:

(i) Normally each State should have a school which should train two classes of 40 students each simultaneously in a year of two sessions, each session lasting for a period of six months. In this manner each school will train normally 160 candidates per year. While some States, viz., Madras, Andhra, Bombay and Uttar Pradesh may require more than one school, States like Kutch, Saurashtra, Ajmer, Bhopal, Tripura, Manipur, Coorg and Himachal Pradesh may not have enough candidates to justify the running of an independent school each and may, therefore, have to be grouped with other States for getting their personnel trained. In

States like Vindhya Pradesh the number of candidates to be trained each year may be smaller than the usual strength of 160 but is not expected to be less than 80.

(ii) The States will normally have to meet the expenditure on the institution but certain items like the salaries and allowances of staff, stipends and travelling allowances needed for the education tours of trainees and library will be shareable items, the Central Government agreeing to meet 50 per cent of the expenditure on these items. In the case of co-operatively under-developed States, a somewhat higher proportion may have to be borne by the Central Government for some time.

(iii) Central Government assistance should not lead to any reduction in expenditure or commitments already made by State Governments in respect of co-operative training and education. And if, as a result of the Central Government subsidy for subordinate training, there results any reduction in the total expenditure of the States on the training of the co-operative personnel in these categories, the Central Government subsidy will be correspondingly reduced.

(iv) The grants-in-aid will be subject to the Central Committee being satisfied about uniform standards to be maintained by the institutions in regard to the subjects taught, syllabus prescribed, periods of study and examinations to be conducted.

(v) As recommended by the Central Co-operative Training Committee, the teaching unit for a school conducting two classes simultaneously will consist of one Principal and three full-time Lecturers. The scale of pay of the Principal would be that of the Assistant Registrar in the States and that of the Lecturers Rs. 200-10-300 which corresponds generally to the scale of the cadre just below that of the Assistant Registrar. Variations in these scales, wherever considered necessary, may be made by the States only with the approval of the Central Committee. The trainees may be given a stipend of Rs. 40 per month during the period of their training and a travelling allowance during the period of their practical training which will not exceed Rs. 60 per candidate per course. An expenditure of about Rs. 2,000 on purchase of books for a library may also be incurred by each school. The Government of India will be prepared to meet 50 per cent of expenditure on the items mentioned above.

2. It is suggested that full details of the scheme as agreed to by the Central Co-operative Training Committee may be communicated to all the State Governments and their schemes invited before a date not later than 20th October, so that it would be possible to draw at least a substantial part of the grant before the close of the financial year. The schemes as they are received from the State

Governments may be endorsed to this Ministry with the recommendations of the Member-Secretary regarding their eligibility and the amount of grant that may be given for the purpose. Immediately on the receipt of this information, the Government of India would place the amount indicated at the disposal of the State Government.

A copy of your letter to the State Governments asking for schemes may also be endorsed to this Ministry.

Yours faithfully,
(Sd.) M. R. BHIDE,
Jt. Secretary to the Government.

APPENDIX 2

(Ref. Note IV relating to third Standing Sub-Committee Meeting)

CO-OPERATIVE TRAINING COLLEGE, POONA

K. R. KULKARNI, M.A.

Offg. Principal

No. 77/PSR/54

5, B. J. ROAD.

POONA 1.

Dated 23rd July 1954.

My dear Prof. Karve,

Please refer to your D.O. letter No. PC/(EO)/97/53/7988, dated the 8th July 1954 regarding the organisation of a training course for the Instructors in the Community Projects and National Extension Training Centres.

I have given thought to this question and also discussed the matter with the full-time members of the teaching staff of the College. I have, therefore, the pleasure to submit my proposals in regard to the various issues that arise in regard to the holding of the said training class.

(1) In regard to the time at which the class can be organised I might say that December-January would be suitable as suggested by the Agricultural Extension Commissioner. The fifth session of the short course of training would come to a close on 4th December 1954 and the interval between the holding of one session and another is now fixed at about a fortnight. If the intended class for the Instructors is to be held during this period it is necessary that this interval of a fortnight in between the two sessions should be extended by at least another 15 days so that we can avail ourselves not only of the services of the full-time teaching staff for the short course but also of the classrooms in the College and the hostel accommodation to accommodate the trainees. The classroom work would have to be organised for a period of four weeks followed by study tour of two weeks in two or three different districts. For this purpose the Reserve Bank of India may have to be consulted and their permission obtained for the extension of the period of the interval in between the fifth and sixth sessions of the short course by at least a fortnight. It may not be possible to extend the period of the interval between the fifth and sixth session by more than four weeks as the work of the short course class would be disturbed. Besides, the teaching staff of the short course being five, most of the teaching portion will have to be attended to by the full-time teaching staff of the short course. It may not also be possible to obtain the services of outside professors for such a short period.

In the opinion of the full-time teaching staff of the College, the period of theoretical training for about four weeks is considered as sufficient. There would be about 60 classroom lectures on different

subjects as the syllabus attached herewith will show. There will be three periods in a day of 45 minutes each followed by discussion for about 10 minutes. There will be about 20 working days for the purpose of classroom lecturing and one day per week will be set apart for discussions and exchange of views on different topics bearing on the subjects taught at the class during the week. As regards practical training it will not be possible for any of the members of the full-time teaching staff of the College to accompany the trainees on study tour as both the short and long-term classes would be in session. For this purpose, therefore, it is suggested that the services of three District Co-operative Officers of the Co-operative Department, Bombay State, should be secured on deputation for two weeks. The trainees will be divided into three batches of 10 each and each batch will be in charge of a District Co-operative Officer who will accompany the trainees in different districts. The programme of visits to societies for purposes of study can be drawn up later so as to meet the requirements of the trainees. It may not be difficult for the Co-operative Department of the Bombay State to spare the services of three District Co-operative Officers for a short period of two weeks, as their services would have to be harnessed even otherwise; but it is proposed to meet their cost as officers on deputation. This appears to be the only practical proposition as it is not possible for any member of the teaching staff to be spared for this work.

The copy of the syllabus attached will show the topics selected for lectures in the classroom. It will be seen that in about 60 lectures all the topics will be finished. In selecting the topics for lectures in the classroom the subjects that the Instructors will have to teach at the centres have been taken into consideration, and any alterations or modifications that you might suggest would be welcome.

As regards the financial aspect of the scheme an expenditure of about Rs. 6,600 will be involved, on the supposition that the services of the full-time teaching staff of the short and long course would be free of cost.

With regards,

Yours sincerely,
(Sd.) K. R. KULKARNI.

Prof. D. G. Karve, M.A.,
Director,
Programme Evaluation Organisation,
Community Projects,
Planning Commission,
Rashtrapati Bhavan,
New Delhi.

ANNEXURE TO APPENDIX 2

SYLLABUS FOR THE PROPOSED TRAINING CLASS FOR
THE INSPECTORS IN THE COMMUNITY PROJECTS AND
NATIONAL EXTENSION TRAINING CENTRES

I. General:

1. Rural Sociology.
2. Agrarian legislation—general principles—pertaining to—
(a) Agricultural Debtors' Relief Acts, (b) Money Lenders' Acts, (c) Tenancy Acts, (d) Warehousing and Marketing Legislation and Regulated Markets.
3. Economic planning and co-operation and place of co-operation under the Five Year Plan.
4. Co-operation and Community Projects and National Extension Services.
5. Idealism and significance of co-operative thought; and scope of co-operative activities.
6. Privileges and concessions enjoyed by different types of societies.

II. Organisation and working of different types of societies with particular reference to (a) constitution, (b) funds, (c) problems of management, (d) distribution of profits and (e) essentials of success:

1. *Types of Societies:*

- (a) Agricultural co-operation—(i) agricultural credit and multipurpose co-operative societies, (ii) co-operative farming, irrigation and crop protection societies, (iii) cattle breeding societies, (iv) crop and cattle insurance societies, (v) grain banks, (vi) rural housing, (vii) health co-operatives, (viii) co-operative dairies, (ix) taluka development boards, (x) marketing co-operatives and processing societies, (xi) banking unions and central banks, (xii) land mortgage banks.
2. Non-agricultural societies—(i) labour contract, (ii) forest labourers', (iii) industrial co-operatives and (iv) women and co-operation.

III. Accounts:

General principles underlying farm accounting and farm records and records and accounts.

APPENDIX 3

(Ref. Note I relating to fourth Standing Sub-Committee Meeting)

THE REGIONAL CO-OPERATIVE TRAINING CENTRE

82-B, Mount Road, Teynampet,
Madras—18.

7th September 1954.

RTC. No. 340/54

The Member-Secretary,
The Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Post Box No. 1037,
Bombay.

Sir,

*Regional Co-operative Training Centre Syllabus—inclusion of
Psychology as a subject of study—suggestion by the Governor of
Madras*

In the note regarding the inauguration of the Regional Co-operative Training Centre, Madras, sent with our letter No. RTC. 188/54 dated 16-8-54, we had informed you that in the course of his address, the Governor of Madras suggested that psychology might be included in the syllabus as a subject for study in the centre. The Local Committee which met on 31-8-54 considered this suggestion (*vide* subject No. 8 of the meeting) and resolved to send it to the Central Committee with the remarks that the existing syllabus was already too heavy and that any addition to it was not available.

I request you kindly to place the matter before the Central Committee and let us know its decision in the matter. In this connection, I wish to inform you that though this subject is not recommended for inclusion in the syllabus, yet steps will be taken to arrange one or two lectures on Psychology for the benefit of the trainees, *vide* resolution No. 11-A of the Local Committee meeting dated 31-8-54.

(Sd.) V. GOVINDAN NAIR,
Principal.

APPENDIX 4

(*Ref. Note I relating to fourth Standing Sub-Committee Meeting*)

SYLLABUS FOR DEPARTMENTAL SET-UP (AUDIT AND SUPERVISION)

1. Origin and growth of the Co-operative Department in India: Two phases (*a*) from its start in 1904 to 1919, (*b*) from 1919 to date—Passing of separate enactments by the States and setting up of periodical committees. Change in administrative set-up based on the recommendations of the Committees.

2. Features of the present set-up of the Department in the States.

3. Powers and functions of the officers of the Department as they existed from 1904 to 1919—Sir Edward Law Committee's report—friend, philosopher and guide—Maclagan Committee report, 1914—additional functions given to the department—enactment of separate Acts by States—further statutory powers given to the Co-operative Departments.

4. Categories of officers and their functions. Registrar, Joint Registrar, Deputy Registrar, Assistant Registrar, Inspector, etc.

Functions: Organisation, Registration, Starting, Supervision and Inspection, Audit, Enquiry, Arbitration, Execution, Supersession, Liquidation, Annual returns and publication of annual administration report.

5. Co-ordination between the different departments of Government—rural development—Agriculture Departments—and financing of agriculture through village co-operatives—Revenue Departments and liquidation of rural indebtedness—takkavi loans, etc.,—co-operative credit for supplementing the efforts for the liquidation of rural indebtedness.

Planning Commission and Five Year Plan.

Community projects and National extension schemes.

Prohibition policy of the Government and prohibition department—ameliorative work done.

6. Scope, extent and functions of non-official co-operative bodies. Rural credit societies and marketing societies, consumers' stores and cottage industries societies, urban banks, central banks and state co-operative banks—supervising unions and state co-operative unions.

7. Supervision, education and propaganda by both official and non-official bodies—

Training institutes.

Publication of co-operative journals.

Magic lantern slides.

Publication of news on important events in Government publications.

Radio talks on Co-operation.

Language federations.

8. State Aid to co-operatives—basic principles of state aid—different methods of state aid.

9. Duties of co-operative officers on loan or deputation to co-operative organisations.

APPENDIX 5

(Ref. Note I relating to fourth Standing Sub-Committee Meeting)

SYLLABUS FOR CO-OPERATIVE BANKING

1. Agricultural Credit—requisites of a good system of credit—various agencies that supply agricultural credit in India—the role of co-operative banking—how far is co-operative credit superior to other forms of credit?

2. History of Co-operative Banking in India—Act, of 1904—classification of rural and urban societies—need for supervising and financing agencies—guaranteeing unions—banking unions—Act of 1912.

3. Structure of the co-operative credit system in India—village credit societies—objects—membership—liability—source of capital—credit policy—need for reorganisation.

4. Urban banks—loan policy—working—advantages.

5. District central banks—objects—constitution—three types—membership—should individual shareholders be eliminated?—Conversion of central banks into branches of State Co-operative Bank—district central banks *versus* taluq banking unions—function of central banks in contrast to joint stock banks—area suitable for a central bank—directors and their duties—bank employees—composition of capital—limitation of dividend—loan policy—fluid resources—reserve fund—audit—division of profits.

6. State Co-operative Bank—objects—membership—financial policy—Sources of capital—help rendered by the Reserve Bank of India.

7. Need for long-term financing—land mortgage banks in India—special reference to Madras.

8. Relations with other banking institutions—need for central agency to provide credit—provision relating to agricultural credit in the Reserve Bank of India Act—Agricultural Credit Department of the Reserve Bank of India—provision of agricultural finance—short-term—medium-term.

9. State Government's attitude towards and assistance to co-operative banks—future of co-operative banks in India.

APPENDIX 6

(Reference Note II relating to fourth Standing Sub-Committee Meeting)

From

Sri. J. C. Ryan, M.A., I.A.S.,
Registrar of Co-operative Societies,
Chepauk, Madras.

To

The Member-Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Bombay.

No. C. 100972/54 N.

Dated 20th August 1954.

Sir,

Sub: *Co-operative Education and Training—Training of Higher and Intermediate—Statement—Fixation of stipends while on study tour.*

Ref. Your D.O. No. A.C.D. 2617/TS. 5-54 dated 3-8-54

According to the scale sanctioned by the Central Committee, the trainees in the Regional Training Centre, Madras, will receive Rs. 75 per mensem while on study tour to meet part of the cost of boarding. This works out Rs. 2-8-0 per day. At the existing rates, charged by the hotel keepers in Madras and Andhra States, this amount will be sufficient to meet the boarding charges alone while they are on study tour in these two States. If they have to tour in other States, this stipend of Rs. 2-8-0 per day may not be sufficient; as it is understood that the boarding charges are higher in those areas. On a rough estimate, an increase of Re. 1 per day per head in the stipend payable to the trainees will be necessary. In other words, the trainees may be paid Rs. 3-8-0 per head per day while on study tour in other States, instead of Rs. 2-8-0 payable to them in Madras and Andhra States.

As regards the lodging it will cost at least Rs. 1-8-0 per day per trainee in the mofussil towns in Madras and Andhra States. It is also understood that lodging charges are very much higher in other States and in cities like Bombay, Calcutta, Delhi, Lucknow, etc., than those in Madras and Andhra States. Each trainee will therefore have to be paid at least Rs. 3-8-0 per day on account of lodging charges while on study tour outside the two States. The trainees should therefore be paid lodging charges when they go out on study tour because with the small amount of Rs. 2-8-0 per

day in Madras and Andhra States and Rs. 3-8-0 per day outside the Madras and Andhra States it will not be possible to make both ends meet.

On the basis of the above rates of boarding and lodging charges, the stipend per trainee per month while on tour within the Madras and Andhra States comes to Rs. 4 (boarding 2-8-0, lodging 1-8-0) which comes to Rs. 120 per mensem per trainee. The stipend per trainee per month while on tour outside the State comes to Rs. 7 (boarding 3-8-0, lodging 3-8-0) which comes to Rs. 210 per mensem. The total cost of tour for the 43 trainees in the Madras centre has to be calculated only for four months, since out of $4\frac{1}{2}$ months allotted for study tour, 15 days may have to be spent at Madras for study and examinations at the end of the course of training. Therefore the cost of tour on the above rates of stipend to the trainees will be as follows:

	Rs.	a.	p.
At the rate of Rs. 120 per head per month for a period of 3 months for tour within Madras and Andhra States for 43 trainees $120 \times 43 \times 3$	15,480	0	0
At the rate of Rs. 210 per head per month for a period of one month for tour in other States for 43 trainees $210 \times 43 \times 1$	9,030	0	0
Total Rs. ..	24,510	0	0
According to the existing sanction of stipends at Rs. 75 for 4 months for 43 trainees $75 \times 43 \times 4$	12,900	0	0
Extra cost involved in the proposal for increased boarding and lodging charges ..	11,610	0	0

If it is considered that the study tour outside the Madras and Andhra States is not necessary, and that the entire period of four months may be utilised on tour within Madras and Andhra States, the extra cost on the above proposals will come to Rs. 7,740 as shown below as against Rs. 11,610 if tour outside the States is undertaken for one month:

	Rs.	a.	p.
Cost of tour within Madras and Andhra States at a stipend of Rs. 120 per mensem for 4 months for 43 trainees $120 \times 43 \times 4$	20,640	0	0
Cost as per existing scale of Rs. 75 $75 \times 43 \times 4$	12,900	0	0
Extra cost involved	7,740	0	0

A corresponding increase in the scale for boarding and lodging expenses may be considered for the higher staff also who are undergoing training in Poona Centre. I feel that the whole of the boarding and lodging expenses of the trainees while on study tour should be met by the Reserve Bank of India.

J. C. RYAN,
Registrar.

APPENDIX 7

(Reference Note III relating to fourth Standing Sub-Committee Meeting)

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
JAMNAGAR HOUSE, HUTMENTS, NEW DELHI

No. F. 7(20) 54-Ext.

Dated 22nd September, 1954.

From

Shri J. V. A. Nehemiah, M.A.
Secretary.

To

The Development Commissioners in the States.

Sir,

Sub: *Refresher course for Co-operative Instructors at the Extension Training Centres*

I am directed to say that at the request of this office, the Central Committee for Co-operative Training has agreed to organise a short-term refresher course in Co-operation at the Co-operative Training College, Poona, for the benefit of the Co-operative Instructors of the various Extension Training Centres. The course will commence from the 6th December, and will last for about six weeks. Accommodation for about 40 trainees will be available at the hostel attached to the College. The trainees concerned will, however, be required to pay their own boarding and lodging expenses.

In view of the important place given to co-operation in the National Extension Service Programme, it is considered that the State Governments should take full advantage of the above facilities and depute as many Co-operative Instructors to attend the course as possible. The names of the Instructors proposed to be deputed may please be intimated to this office by the 15th October 1954, with a copy to Shri V. Sivaraman, Member-Secretary, Central Committee for Co-operative Training, Agricultural Credit Department, Reserve Bank of India, Bombay. The expenditure on travelling allowance, etc., of the trainees concerned will have to be met by the State Governments from the budgets of the training centres or as it may be convenient to them.

If no reply is received by the above date, it will be presumed that the State Government are not interested in deputing any of their officers to the course.

Yours faithfully,

(Sd.)

(J. V. A. NEHEMIAH)

Secretary.

APPENDIX 8

(Reference Note IV relating to fourth Standing Sub-Committee Meeting)

No. 2068-C(E)/54.

GOVERNMENT OF INDIA

MINISTRY OF FOOD AND AGRICULTURE (AGRICULTURE)

NEW DELHI, 8th September 1954.

From

Dr. S. R. Sen, Ph.D. (London),
Economic and Statistical Adviser and
Deputy Secretary to the Government of India.

To

The Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Bombay.

Sir,

Sub: *Programme for the development of Co-operative Movement in Manipur under the Five Year Plan in the year 1954-55*

I am directed to forward herewith a copy of the scheme together with the estimates of expenditure submitted by the Government of Manipur for the approval of the Government of India on the subject mentioned above. It would be observed therefrom that the Government of Manipur desire to set up a separate Co-operative Training Institute in their State for the training of secretaries, members of managing committees of societies and their ordinary members. In view of the facilities already offered by the Central Committee for Co-operative Training for the training of subordinate personnel in the various States, I am to request that your comments and advice on the State Governments scheme may kindly be sent to this Ministry at a very early date.

Yours faithfully,

(Sd.)

*for Economic and Statistical Adviser and
Dy. Secretary to the Government of India.*

PROGRAMME FOR THE DEVELOPMENT OF THE CO-OPERATIVE MOVEMENT UNDER THE FIVE YEAR PLAN IN THE YEAR 1954-55—SCOPE AND GENERAL DESCRIPTION

1. *The need for a Co-operative Training Institute:* Since Co-operation is a people's movement, its progress depends ultimately on the quality of the people who constitute its membership. It is, therefore, considered necessary that the secretaries and the members of the managing committees who actually run the Co-operatives and assume full responsibility for the day-to-day affairs should be provided with facilities for making them conversant with the principles and practice of Co-operation, bye-laws, rules and provisions of the Co-operative Societies Act, and in particular book-keeping and accountancy. The spread of co-operative education is required to be made not only among the office-bearers and ordinary members of the societies but also among the general public outside the co-operative fold whose understanding and sympathy are necessary in the attainment of the success of the movement.

2. *Duration of the Institute:* The number of co-operative societies in this State was 317 as on 30th June 1953. The majority of them are only in name as they were organised during control period taking the advantage of distribution of controlled goods. The Co-operative Department has completed the reorganisation of as many as 11 such nominal societies and has been concentrating its attention to reorganise the rest also on the same footing. The number of new societies registered since 1st July 1953 is 28. The total number of committee members may be estimated to be at least 2,415, taking seven members to form the committee of the society and the total number of ordinary members 10,350, taking 30 members composing a society on the average. Only the secretaries are required to be trained first and then the managing committee members and lastly the ordinary members and general public if convenient. Forty persons are to be trained in a batch and the duration of the course will be for six months. Therefore, the total number of persons to be trained annually is 80. The duration of the Institute thus requires to be made permanent and, therefore, necessary provisions are to be made in the budget of the normal Department after the lapse of the Five Year Plan.

3. *Staff:* The teaching staff is to consist of at least three—one for teaching history, principles and practice of Co-operation including working of different types of societies, one for teaching Act, Rules and Bye-laws and the third one for teaching book-keeping and accountancy, but to start with the provision of only one Inspector, has been made in the scheme. The staff may be increased in due course. A trained Inspector of the Co-operative Department,

under the supervision and control of the Assistant Registrar, Co-operative Societies, will be placed in charge of the Institute and other trained officials of the Co-operative Department will assist in the teaching. The newly recruited Inspector will be attached to the Department. Though the Institute will commence functioning from 1st November 1954, the new Inspector will be appointed some months prior to the starting of the Institute as he has to be trained departmentally so as to enable him to make up for officers engaged in the Training Institute as part-time instructors. Therefore, the provision of an Inspector for nine months has been made in the scheme. The provision for a *chaprasi* for four months has been made in the scheme as he will be appointed on 1st November 1954, i.e., the date of commencement of the Institute.

4. *Miscellaneous* : The course will last for six months, $4\frac{1}{2}$ months of which will be theoretical and $1\frac{1}{2}$ months practical. After the completion of the theoretical training, the trainees will be taken round for visiting some model co-operative societies of different types. The travelling allowance for the teaching staff who will lead the trainees is, therefore, provided in the scheme. An examination will be held at the end of the period and a certificate bearing the signature of the Assistant Registrar of Co-operative Societies, given to successful candidates. Out of the 40 seats admissible in a class, 10 will be reserved for trainees from urban and 30 from rural areas. In order to induce the trainees on the one hand and meet their expenses during the period of their training on the other hand, stipends will be granted to the trainees at the rate of Rs. 10 and Rs. 25 per trainee per month according as they come from the urban and rural areas. The medium of instruction will be Manipuri. Matriculates and under matriculates will be allowed for admission. For maintenance of a library and for purchase of furniture and other requirements a sum of Rs. 1,700 has been provided in the scheme. If the proposed rooms to be utilised as building for Co-operative School be not completed before the 1st November 1954, any Government building or any private building on hire will be used for starting the Institute.

5. *Development of model co-operative societies* : There must be model co-operative societies for different types where the trainees will be taken round for practical training. Some existing societies will be selected for this purpose and steps will be taken by the Co-operative Department for their intensive development. These selected societies will be granted a subsidy to meet the cost of management and others for further development whenever necessary. For this purpose a sum of Rs. 3,212 has been provided in the scheme. Loan, etc., from other funds will also be utilised for the development of these societies.

**PROGRAMME FOR THE DEVELOPMENT OF THE CO-
OPERATIVE MOVEMENT UNDER THE FIVE YEAR PLAN
IN THE YEAR 1954-55 (ESTIMATES)**

No. of items	Major, minor and detailed heads of accounts	Particulars of items	Amount under each head
1	<p>Establishment of a Co-operative Training Institute in Manipur State—</p> <p>(a) Pay of Establishment ..</p> <p>Grade IV Establishment ..</p> <p>(b) Allowance and honoraria, etc.</p> <p>(c) School Building</p> <p>(d) Development of model co-operative societies.</p>	<p>1 Inspector, C.S. in the scale of Rs. 100-100-110-Con-5-140-EB-10-250 for 9 months</p> <p>1 <i>chaprasi</i> in the scale of 22-1-28 for 4 months ..</p> <p>Dearness allowance and Travelling allowance ..</p> <p>Stipend to 10 trainees at Rs. 10 per month and 30 trainees at Rs. 25 per month for four months..</p> <p>Other contingencies ..</p> <p>Extension of the building of the co-operative office to be constructed, consisting of one classroom of 500 sq. ft., one room for library-cum-students' common room and one room for office-cum-teachers' common room. Pucca floor, plinth and dwarf wall. C.I. sheet roof</p> <p>Lump provision</p>	<p>900</p> <p>88</p> <p>700</p> <p>3,400</p> <p>1,700</p> <p>10,000</p> <p>3,212</p> <hr/> <p>Rs. 20,000</p>

APPENDIX 9

(Reference Note V relating to fourth Standing Sub-Committee Meeting)

THE REGIONAL CO-OPERATIVE TRAINING CENTRE

RTC. 355/54.

82B, MOUNT ROAD,
TEYNAMPET, MADRAS-18.

The Member-Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Post Box No. 1037,
Bombay 1.

10th September 1954.

Sir,

Sub:—*Regional Co-operative Training Centre, Madras—sanction of leave to trainees*

There are no rules regarding sanction of leave to the trainees in the Regional Co-operative Training Centre, Madras. It was, therefore, considered that they might be allowed the casual leave to which they were eligible according to the regulations of their employers. The Registrars of the States concerned were addressed in the matter and some of them have furnished the particulars regarding the number of days leave to which the candidates deputed from their States are eligible for the rest of 1954. Normally leave is sanctioned to the students if they are sick or for some urgent work, subject to their eligibility. But there have been a few instances where students applied for leave for going to their native places on private work.

* * *

2. In the above cases it will be noted that the students were away from Madras during the leave period. Similar leave applications are likely to be received in the centre. In the absence of any instruction in the matter leave was sanctioned and stipend was paid to the trainees for the period of the leave. Since the stipend is paid to them for meeting their expenses during their stay in the centre, i.e., Madras, there is no reason why they should be paid stipend when away from Madras on leave. I request you kindly to let me know if in such cases stipend may be proportionately cut hereafter. The stipend already paid in the above cases may also be recovered if considered necessary, that is if stipend is not permissible for the period of leave spent by the trainees outside Madras.

(Sd.) V. GOVINDAN NAIR,
Principal.

APPENDIX 10

(Reference Note V relating to fourth Standing Sub-Committee Meeting)

CO-OPERATIVE TRAINING COLLEGE, POONA

No. 27/CTS/54
TAS (RBI)

5 B. J. ROAD,
POONA I.

Dated 1st October 1954.

The Member-Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Post Box No. 1037,
Bombay.

Dear Sir,

Subject: *Payment of monthly stipends to trainees—Procedure to be followed in regard to*

Monthly stipends at the rate of Rs. 75 and Rs. 50 per month are paid to Senior Officer-trainees and Intermediate Grade Officer-trainees respectively while they are at Poona in order to enable them to defray the expenses on account of cost of living at Poona. Trainees of the long-term class were expected to join the College for the first session of the academic year 1954-55 on 1st July 1954, but some of the trainees joined the class after three or four days. Thus the payment of the monthly stipend was reduced proportionately in their case on the basis of 30 days in a month. Again the short-term trainees after the completion of their study tour joined the College in the month of September late by a few days. In one case, the trainee was called back by his employer for some urgent work and he had to stay at his own place for about 23 days. In another case, a trainee fell sick during the tour and he remained at his place for about three weeks and then he joined the College. This period of absence, I believe, cannot count for payment of a full monthly stipend but proportional payment only can be made.

There are one or two cases in which the trainees were compelled to go home on account of sudden illness of members of their families for about five or six days and in one case, the trainee had to remain at home for about 10 days while in another case, a trainee while he was at Poona was called to give evidence in a court of law in his own province and he also had to remain absent for a fortnight. Thus in such cases of absence, I believe, an absence of seven days only might be condoned for the purpose of computing monthly stipends as the trainees' absence is due to circumstances beyond their control and they have to be absent while they are actually at Poona.

What is necessary is that a definite procedure will have to be laid down governing the payment of monthly stipends both in the case of Senior Officer-trainees and Intermediate Grade Officer-trainees. I should, therefore, request you to please indicate the lines on which payment of monthly stipends could be made, taking into consideration the period of absence of the trainees from Poona.

I should be grateful for a very early communication in the matter.

Yours faithfully,
(Sd.)

Offg. Principal.

APPENDIX 11

(Reference Note VI relating to fourth Standing Sub-Committee Meeting)

I. RECURRING EXPENDITURE PER ANNUM FOR TRAINING BLOCK LEVEL CO-OPERATIVE OFFICERS

	Rs.	Rs.
1. <i>Salaries of staff</i>		
(a) One Principal at Rs. 540 per month for 12 months (Rs. 540×12)	6,480	
(b) Lecturers 3 at Rs. 240 per month per head for 12 months (3×240×12) ..	8,640	
(c) Honorary Lecturers for special subjects.	2,400	
(d) Clerical and menial staff	5,400	
(e) D.A. and Leave salary*	2,400	
(f) Pay/Honorarium of the additional official or non-official person connected with practical training of the candidates: Total 7 tutors at Rs. 450 per tutor ..	3,150	
(g) Travelling allowance and daily allowance of the above (f) and of the regular staff	3,000	
	<hr/>	31,470
2. <i>Stipends and allowances to candidates:</i>		
<i>N.B.</i> —Calculations are based on the assumption that there will be 100 candidates at each centre.		
(a) Stipend at Rs. 50 per month per candidate for ten months (500×100) ..	50,000	
(b) Travelling allowance to candidates for joining the class for study tour, for returning home on holiday and for joining place of work at Rs. 100 per candidate (100×100)	10,000	
(c) Daily allowance to candidate while on tour at Rs. 3 per day for 12 weeks at Rs. 250 per candidate (Rs. 250×100) (our estimate of extra expenditure to be incurred by us)	25,000	
	<hr/>	85,000
	Carried over ..	<hr/> 1,16,470

*In subsequent years some provision for contribution to Provident Fund will have to be made.

	Rs.	Rs.
Brought over ..		1,16,470
3. Rent and miscellaneous:		
(a) Building rent including that of the hostel	8,000	
(b) Contingent expenditure for running the office of the Principal of the training centre	4,800	
(c) Books, periodicals, journals, newspapers, games and sports	1,000	
	<hr/>	13,800
		<hr/>
		1,30,270
		<hr/>

Totals 1 + 2 + 3 = Rs. 1,30,270, i.e., approximately Rs. 1.30 lakhs so that for eight centres the annual recurring expenditure would come to Rs. 10.40 lakhs.

II. NON-RECURRING EXPENDITURE FOR EACH CENTRE WILL BE:

	Rs.	Rs.
1. Furniture and fixtures:		
(a) Furniture for office, lecture rooms, library, Principal's room and Lecturers' room, etc.	4,000	
(b) Furniture for the hostel room, messes, etc.	4,000	
(c) Library	2,000	
(d) Office equipment like typewriter, Gestetner duplicator, cash chest, timepiece, clock, bell, etc.	3,000	
	<hr/>	
Total Rs. $13,000 \times 8 =$ Rs. 1.04 lakhs)		1,04,000
2. Expenditure of a month's training course for the teachers:		
(a) One month salary of Principal (Rs. 540×8)	4,320	
(b) One month salary of lecturers ($3 \times 240 \times 8$)	5,760	
(c) Travelling allowance and daily allowance for one month for the above lecturer trainees at Rs. 300 per head ($300 \times 4 \times 8$)	9,600	
(d) Expenditure on training staff which will train these people	1,000	
	<hr/>	20,680
		<hr/>
		1,24,680
		<hr/>

This expenditure will have to be incurred initially in the first year.

III. With the establishment of these centres, the work of the Secretariat of the Central Committee will increase considerably and it may become necessary to strengthen the present staff. It would particularly be necessary to have a special Education Officer devoting his attention solely to the academic and technical assistance in the work of the Central Committee.

APPENDIX 12

(Reference Note VIII relating to fourth Standing Sub-Committee Meeting)

GOVERNMENT OF ORISSA
DEVELOPMENT (L.S.G.) DEPARTMENT

No. 7998 LSG

From

Shri M. Ramakrishnayya, I.A.S.,
Joint Secretary to Government.

To

The Member-Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Bombay-1.

Dated 28th September, 1954.

Sir,

Sub:—*Expansion of the existing training facilities for subordinate staff in Orissa*

Ref:—*Your letter No. ACD. 2056/TS. 3-54 dated 26th June 1954*

In the above cited letter it has been stated that the Central Committee for Co-operative Training does not find it possible at the present stage to associate itself with any scheme of multi-purpose training, but will be willing to consider assistance to schemes intended for training of the personnel of the Co-operative Department and institutions only. The Committee appears to be under the impression that the second institute we have proposed at Bolangir will be catering for multi-purpose training and will not for that reason be entitled to find place in the recommendations of the Committee for financial assistance. This impression, I must hasten to add, is wrong. The institute at Bolangir will be exactly like the Cuttack Institute and is intended for training the personnel of the co-operative institutions. Some difficulties appear to have been found with the grain-gola. Before the nature and purpose of the grain-gola is explained it may be stated that the institute is not meant entirely for the training of Goladars but the employees of all kinds of co-operative institutions. The grain-gola has been particularly mentioned because these institutions will account for the majority of the trainees and because they represent an important part of our plan to spread the co-operative movement. The grain-gola is essentially a multi-purpose co-operative society, as has been pointed out in the first para of the memorandum handed over to Shri M. A. Chidambaram during his visit to this State. The fact that the Grama Panchayat is admitted as a member of the co-operative society does

not in any way detract from the co-operative character of the grain-gola. The integration of the Grama Panchayat with the grain-gola society has been conceived more in the interests of the society than the Grama Panchayat. The Grama Panchayat is required to provide funds by way of deposits of grain and money it derives from certain communal lands. The Goladar-Secretary is the society's own employee. If he is allowed to work as Secretary of the Grama Panchayat too it is in the interest of the society. For, a society may not afford to pay the high salary required to attract the services of a really competent man. Moreover, in the initial stages the society may not provide full employment for a secretary. There should be no harm if he is allowed to supplement his income from the society by working as secretary of the Grama Panchayat. He will find full employment and sufficient income. Integration of this nature is really to be encouraged in the interests of rural co-operative institutions. When the societies become financially strong they can have their own full-time secretaries. Until then the arrangement we have thought of may be allowed to stand and may not be made a ground for denying assistance for training the personnel.

2. It has also been said that if for the purpose of training co-operative personnel more than one training school is necessary the Committee will be agreeable to consider the proposal for such an institute favourably. Our proposal has been framed after fully considering the capacity of the existing institute even after expansion. It is our opinion that there is real need for opening a second institute. Before proposing a second institute we have examined whether the present institute after expansion will not do. But as explained in para 2 of the memorandum referred to above, it will be unwieldy to train so many candidates in one institute at Cuttack. The Central Committee have recommended 40 to 45 candidates for each Centre as the reasonable strength for one course. The number of candidates that will have to be trained at one time has been calculated to be nearly double this figure. At any one time nearly hundred trainees may have to be trained. The Central Committee will no doubt appreciate that this is too big for one institute. It is for this reason that the State Government sponsored the proposal of setting up the second institute at Bolangir.

3. It is hoped that the facts explained above will remove such doubts that the Committee may have had about the proposal for the second institute and that the Committee will favourably consider it. I, therefore, request you to place the matter before the Committee so that they may incorporate our proposal in their recommendations to Government of India.

Yours faithfully,

(Sd.)

Joint Secretary to Government.

APPENDIX 13

(Reference Note IV relating to fifth Standing Sub-Committee Meeting)

STATEMENT SHOWING THE PRESENT RATES OF STIPENDS PAID TO THE TRAINEES OF THE SENIOR OFFICERS' TRAINING COURSE AND THE RATES RECOMMENDED BY THE PRINCIPAL, CO-OPERATIVE TRAINING COLLEGE, POONA

Rates approved by the Central Committee for Co-operative Training	Rates recommended by the Principal
<p><i>Monthly Stipends</i></p> <p>(A) Rs. 75 per month while at the training centre and Rs. 100 per month while on tour.</p> <p>(B) Single second class fares for the journeys (i) to and from the training centres and (ii) on the tours connected with practical training.</p>	<p>(A) Monthly stipend of Rs. 150 instead of Rs. 100 while on study tour. At the training centre Rs. 75 would be sufficient.</p> <p>(B) (i) Second class fare for journeys performed by rail without insisting on a certificate for actual travel in the class for which claim is preferred.</p> <p>(ii) Mileage at the rate of Re. 0-1-0 per mile in cases where a journey performed by road is 5 miles or over.</p> <p>(iii) Actual bus fare from residence to railhead and from railway station to hostel when the trainees perform the journeys to join the centres or leave it.</p>

APPENDIX 14

(Reference Note IV relating to fifth Standing Sub-Committee Meeting)

STATEMENT SHOWING THE PRESENT RATES OF STIPENDS PAID TO THE TRAINEES OF THE INTERMEDIATE TRAINING COURSE AT POONA AND MADRAS AND THE RATES RECOMMENDED BY THE REGISTRAR OF CO-OPERATIVE SOCIETIES, MADRAS, AND THE PRINCIPAL, CO-OPERATIVE TRAINING COLLEGE, POONA

Present rates sanctioned by the Central Committee for Co-operative Training	Rates recommended by the Registrar, Co-operative Societies, Madras	Rates recommended by the Principal, Co-operative Training College, Poona
<p>1. Single inter class railway fares for the journeys (a) to and from the training centres and (b) on the tours connected with practical training.</p> <p>2. Stipend of Rs. 50 per month while at the training centre and Rs. 75 per month while on tour.</p>	<p>Has recommended that each trainee may be paid Rs. 4 per day (Rs. 2-8-0 for boarding and Rs. 1-8-0 for lodging) while on tour in Madras and Andhra and Rs. 7 per day (Rs. 3-8-0 for boarding and Rs. 3-8-0 for lodging) in other States, particularly in big cities like Bombay, Calcutta, Delhi, Lucknow, etc. Has, therefore, recommended Rs. 120 as monthly stipend to each trainee while on tour in Madras and Andhra States and Rs. 210 per trainee in other States, as against Rs. 75 per month now being paid. He feels that the whole of the lodging and boarding expenses of the trainees while on study tour should be met by the Reserve Bank of India.</p> <p>He has also suggested that a corresponding increase in the scale of boarding and lodging may be considered for the higher staff also at Poona.</p>	<p>Has suggested that it is necessary to meet the incidental expenses of the trainees during the journey time in addition to the single inter class fares in one form or another. Hence, he has recommended an overall increase of 50 per cent. in the monthly stipends now being paid to the trainees while on tours, i.e., Rs. 110 instead of Rs. 75.</p>

APPENDIX 15

(Reference Note V relating to fifth Standing Sub-Committee Meeting)

PAYMENT OF STIPENDS TO CANDIDATES DEPUTED FOR TRAINING TO THE SENIOR OFFICERS' TRAINING COURSE AND INTERMEDIATE TRAINING COURSE

REPLIES RECEIVED FROM VARIOUS STATES TO OUR CIRCULAR No. ACD. 3783/TS. 4-54, DATED 19TH OCTOBER 1954
(SUMMARY)

Name of the State (1)	Departmental candidates (2)	Candidates from Institutions (3)	Remarks (4)
1. Andhra	No departmental candidates have so far been deputed.	Three candidates are deputed to the Poona College and two to the Regional Co-operative Training Centre, Madras. Out of the three candidates deputed to the Co-operative Training College, Poona, (1) one is paid his full salary and allowances, (2) the second one was paid a stipend of Rs. 50 p.m. upto August 1954 when it was stopped, and (3) the third one is paid the difference between his salary and the stipend paid by the Reserve Bank of India. Of the two candidates undergoing training at the Regional Co-operative Training Centre Madras, one applied for admission himself and is not paid any salary. A loan of Rs. 500 has been granted to him by the society, recoverable in 36 monthly instalments after completion of his training. The other candidate is not paid any salary by the institution.	The Registrar does not see any justification in paying salary and allowances while on training to those candidates who are recently appointed for training or who are undergoing training to qualify themselves for higher posts. Besides, many institutions are not in a position to pay the salary of the trainees in full as they have to incur expenditure on the substitutes. Any compulsion on the institutions to pay salaries to employees while on training without reference to their financial position would discourage the institutions from deputing their candidates in future as it results in extra expenditure to them.

2. Bihar	..	No deductions are made from salaries and other normal payments. The difference between the amounts of T.A. admissible by the State Government and that given by the Reserve Bank of India will be paid to the candidates by the State Government in respect of journeys other than those performed for joining the training centre and back.	
3. Bombay	..	No deductions are made from the salaries and allowances.	No deductions are made at present by the institutions which have deputed their candidates.
4. Madhya Pradesh.		Do.	No deductions are made from the salaries and allowances of candidates.
5. Orissa	..	Do.	Do. do.
6. Travancore-Cochin.		Do.	Out of the four candidates, three are on extraordinary leave and are not drawing any salary. The other is a volunteer of a co-operative society.
7. Coorg	..	No deductions are made from the salaries and allowances of candidates deputed.	
8. Manipur	..	Do.	

Name of the State (1)	Departmental candidates (2)	Candidates from Institutions (3)	Remarks (4)
9. Vindhya Pradesh No deductions are made from the salaries and allowances of candidates deputed.		
10. Saurashtra S.C.B.	Stipend is deducted from the salaries of the two candidates deputed by them, since the candidates are newly recruited for the purpose of training. This fact was made known to the trainees even in their appointment letters. Further, the State Bank is not in a position to meet the increased expenditure as it is still not self-supporting.	
11. Assam No deductions are made	.. No deductions are made.	
12. Punjab	Employers are not making any deductions Contents. of the letter have, however, been brought to the notice of all the institutions.	
13. Hyderabad..	.. No deductions are made from the salaries of trainees. Salaries and allowances are issued as per rules. However, compensatory allowance and the house rent allowance for which the trainees are eligible are not being paid as they are on training outside the State, and are getting stipends and rent-free lodgings.		

APPENDIX 16

(Reference Note VII relating to fifth Standing Sub-Committee Meeting)

Copy of D.O. letter No. FS/101 dated 13th October 1954 from Shri R. Doraiswamy, I.A.S., Finance Secretary, Saurashtra Government, Rajkot, to Shri Venkatappiah, I.C.S., Executive Director, Reserve Bank of India, Bombay:—

“I understand from our Additional Secretary, Rural Development Department, Shri H. H. Trivedi, that the Reserve Bank has under consideration a proposal for opening a fourth Co-operative Training College somewhere in Western India. I write to request you kindly to consider locating the college in Saurashtra.

2. As you are aware, co-operative activities, in the true sense of the term, were initiated in this region only after the merger of the new State. The progress we have been able to record with the active assistance and guidance of the Agricultural Credit Department of the Reserve Bank of India has been very encouraging. So far 1,430 new primary societies with a membership of about 1½ lakhs have been registered and are functioning. Some headway has also been made in regard to taluka unions. In regard to agricultural credit, we have been able to create the Saurashtra Co-operative Bank which functions as the apex organisation. In the industrial sphere too, the Saurashtra Industrial Co-operative Association has undertaken the organisation of the co-operative societies of artisans and craftsmen and commendable work during the last two years has been possible with the active co-operation and direction of the Saurashtra Handloom Board and the Directorate of Industries, Government of Saurashtra.

3. The Saurashtra Co-operative Land Mortgage Bank, which till lately was mainly concerned with the implementation of the land reform measures in the State, has now turned its attention to provision of finance for permanent improvement of a long-term nature in the agricultural sector. The scope, therefore, of expanding and stabilising the co-operative movement is considerable in the State and the progress that has been achieved can be consolidated if adequate training facilities for higher training are readily available. Saurashtra, being quite adjacent to the regions of Gujarat and Rajasthan and having easy and frequent rail communications with these regions, will also be a good location for the proposed college.

4. I need hardly emphasise the need for adequate higher training in regard to the principles of co-operatives and efficient management thereof. We sincerely feel that a training college will go a long way in consolidating our efforts, besides conferring considerable advantages to the nearby regions. If necessary, to

assist the immediate fruition of the project, the State Government would consider any request from the Reserve Bank of India for providing a suitable building to house the college; we would also arrange for such additional housing accommodation as may be necessary to house the staff and to locate the hostels for the trainees.

5. I shall be grateful if you will kindly place our request before the Executive Board of the Reserve Bank of India. Any further clarification or assistance that the Reserve Bank may require for locating the college in Saurashtra will be gladly furnished on hearing from you."

APPENDIX 17

(Reference Note XI relating to fifth Standing Sub-Committee Meeting)

CENTRAL COMMITTEE FOR CO-OPERATIVE TRAINING
AGRICULTURAL CREDIT DEPARTMENT

RESERVE BANK OF INDIA

BOMBAY 1.

Ref. No. ACD. 4546/TS. 19-54

December 10, 1954.

Dear Sir,

Revision of curricula for all types of training courses sponsored by the Central Committee for Co-operative Training

As you are aware, the subject of co-operative education is now receiving increasing attention from governmental, co-operative and educational bodies. We have at present a Senior Officers' Training Course at Poona, an Intermediate Training Course at Poona, Madras and Pusa and a Subordinate Officers' Training Course at a number of co-operative training schools and institutes in the various States. Besides these, special courses for officers and for co-operative office-bearers and members are also arranged in some States. In some Universities, a special course in Co-operation has been instituted as a part of B.Com., and M.A., or M.Com. degree.

2. The courses of study prescribed in these institutions and classes have as a rule been guided by the immediate purposes of training. While they seem to be adequate in each particular context, it is desirable that the content and level of each course of study should be reassessed for propriety, adequacy, gradation and consistency. It is also necessary that the procedural and organisational aspects of Co-operation should be associated in due measure with co-operative policy on the one hand and the technical or operational needs of each co-operative activity on the other.

3. In this connection, I am enclosing herewith a copy of the proceedings of the first meeting of the Central Committee for Co-operative Training held at Bombay on the 22nd and 23rd December 1953, on the subject as illustrative material. The Committee would much appreciate if you were to go through the material and make necessary suggestions for improvement in the training facilities in the light of your knowledge and experience of the subject. In doing so, I am sure you would, if feasible and convenient, take into consultation your colleagues who may be similarly interested.

4. After receiving these suggestions and studying them, the Committee may arrange a short session of a working party to integrate them into a systematic scheme of co-ordinated courses. In view of the rapidly growing interest of co-operative bodies in almost all branches of economic activity, the urgency of improving and extending the content of co-operative education has been further emphasised. I would, therefore, feel obliged if you would let me have your suggestions by the 1st January 1955. On getting your suggestions, I may contact you for further co-operation and advice.

Yours faithfully,
J. C. RYAN,
Member-Secretary.

APPENDIX 18

(Reference Note XI relating to fifth Standing Sub-Committee Meeting)

SYDENHAM COLLEGE OF COMMERCE AND ECONOMICS

BOMBAY,

21st December 1954.

The Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Bombay-1.

Sir,

Sub: *Revision of curricula for all types of training courses sponsored by the Central Committee for Co-operative Training*

With reference to your letter No. ACD. 4546/TS. 19-54 of 10/11th December 1954, I have to suggest that the course for Senior Officers should include a paper in General Economics with special reference to problems of a developing economy. The courses are otherwise quite comprehensive. A list of books recommended should be appended to the syllabus in every subject.

2. The course for officers does not provide for a study of the place of Co-operative Movement in a planned economy, while provision has been made for a study of the problem in the subordinate personnel's training course. Why this is so is not quite clear. It is to be presumed that the senior officers have gone through the course for subordinate personnel.

3. It is also difficult to make any further suggestions because your letter does not indicate the educational qualifications of persons admitted to the course.

Yours faithfully,
(Sd.) S. K. MURANJAN,
Principal.

APPENDIX 19

(Reference Note XI relating to fifth Standing Sub-Committee Meeting)

THE TRAVANCORE CO-OPERATIVE COLLEGE

TRIVANDRUM,

No. 1298

29th December 1954.

From

The Principal,
The Travancore Co-operative College,
Trivandrum.

To

The Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India, Bombay-1.

Dear Sir,

Sub: *Revision of curricula for all types of training courses sponsored by the Central Committee for Co-operative Training*

Ref: Your letter No. ACD. 4546/TS. 19-54 dated 10-12-54.

I would make the following suggestions regarding the subject noted above.

1. Admission to the course for training the personnel at the intermediate level, e.g., Sub-Registrars, Sub-Assistant Registrars, Chief Inspectors, Senior Inspectors, Managers of Banks, Accountants, Auditors, Field Inspectors, etc., should be restricted to graduates. The present rule is that the candidates should have passed the Intermediate Examination (*vide* page 14 of the Proceedings). Intermediate Examination is not at all adequate to get the full benefit of the course contemplated.

2. The fifth subject in the syllabus for the above course is described as Agricultural Economics, including Elements of Agriculture. A candidate cannot make an intelligent study of Agricultural Economics without understanding the Principles of Economics. The fifth subject has to be renamed as Principles of Economics including Agricultural Economics and Elements of Agriculture.

Yours faithfully,

(Sd.)

Principal.

APPENDIX 20

(Reference Note XI relating to fifth Standing Sub-Committee Meeting)

BANKERS TRAINING COLLEGE

RESERVE BANK OF INDIA

METROPOLITAN INSURANCE HOUSE

BOMBAY 1.

Ref. B.T.C. No. 1

4th January 1955.

Dear Mr. Ryan,

Thank you very much for sending me a copy of syllabus for the Co-operative Training Courses. Without a more extensive acquaintance with the working of the various schemes it is difficult for me to make any constructive suggestions which might be of use to your working party.

The syllabus undoubtedly covers a very wide field and is of course designed to embrace many aspects of co-operative activity besides Banking.

As a Training Officer I am particularly conscious of the difficulty of differentiating between the problems of education, as such, and those of vocational training and my own experience has been confined to work in the Training Department of a bank. In this field I am inclined to stress the advantages of comparatively short periods of training with the emphasis on the purely practical aspect of the trainees' day-to-day work in a bank. In my own institution in England, for example, members of staff attend training courses on the following lines:—

Course	Age (approx.)	Description	Duration
1	.. 16-18	Pre-entry Induction training	10 weeks
	.. 18-20	National Service	—
2	.. 21	Revision Course	2 weeks
3	.. 22-26	Cashiering	2 weeks
4	.. 26-35	Securities	5 weeks
5	.. 35-45	Advanced course (Preparatory to Branch Management)	7 weeks
6	.. 45-55	Branch Managers Refresher course	2 weeks

The instruction in the more advanced courses is given on the assumption that the general principles and background knowledge has been acquired from normal school or college work or from studies for the examinations of various professional bodies. The tutorial work in the Bank's own Training Schools comprises talks on practical aspects of banking duties and is invariably followed

by practical exercises in conditions as near as possible to reality. The tuition is given by selected members of the Bank's staff and not more than six students work with each tutor.

I would assure you that if there is any way in which I can be of service to you (for example, in explaining the training procedure with which I am familiar), I shall regard it as a pleasure to help and my experience as a senior member of the Training Department in an English joint stock bank is freely at your disposal.

Yours sincerely,
(Sd.) F. H. HAYNE.

J. C. Ryan, Esq.,
Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Bombay-1.

APPENDIX 21

(Reference Note XI relating to fifth Standing Sub-Committee Meeting)

Copy of letter RC. No. nil dated 31-12-1954 from Shri S. Narayanaiah, Superintendent, Rayalaseema Co-operative Institute Ltd., Anantapur, to the Member-Secretary, Central Committee for Co-operative Training, Agricultural Credit Department, Reserve Bank of India, Bombay No. 1 :—

Sub: *Revision of curricula for all types of training courses sponsored by the Central Committee for Co-operative Training*

Ref: *Your reference No. ACD 4546/TS. 19-54 dated 10-12-54*

I have gone through the proceedings of the first meeting of the Central Committee for Co-operative Training held in Bombay on 22nd and 23rd December 1953 and your letter cited with its enclosures and in consultation with my colleagues offer the following few suggestions.

The syllabus for the courses of study prescribed in Co-operation and other allied subjects of the various courses, by the Central Committee is exhaustive enough in our opinion. The syllabus prescribed by the Andhra Provincial Co-operative Union for our Institute covers almost the same topics. The Central Committee has suggested the completion of the theoretical course within a period of six months. The Registrar of Co-operative Societies, Andhra, in his reference 80767/54 C. i., dated 9th October 1954, suggested to us that if the theoretical training could be reduced to eight months, instead of nine months as is being done now, the period of practical training for two months which is now being imparted to the "supervisor trainees" by the non-official employees of the respective Co-operative Central Banks in the various districts in Andhra, could be increased to three months and the practical training given by the teaching staff of our Institute itself so that intensive and efficient training both in theory and practice could be made available to the trainees. It was also suggested by the Registrar of Co-operative Societies, Andhra, that this three months of practical training instead of being given at a stretch at the end of the theoretical training be split up into two periods of 1½ months each, each being taken up at the end of four months of theoretical training. In this regard it was suggested to the Registrar that since the trainees admitted in the Institute at present include good many failed S.S.L.C. candidates from the scheduled castes and the subjects being more of a technical nature, much of the portions cannot be covered within the first period of four months and hence the practical training to be held would be too early so as to enable the trainees to have a grasp of the practical aspects of the subjects and hence the course of practical training was suggested to be given for three months at

a stretch by the teaching staff of the Institute itself without a break, after six months of theoretical training. Subsequently the rest of the theoretical portions may be covered within a further period of two months, the total period of training both for theory and practice being covered in 11 months. At this stage it may be said that as the syllabus is comprehensive and exhaustive the theory portion cannot be covered within six months as indicated by the Central Committee. Further, in order that the Institutes may serve as Multipurpose Institutes, the services of an Agricultural Demonstrator may also be made available to the institutes to equip the students in the theoretical as well as practical aspects of Agriculture and Animal Husbandry so that the training may well be suited for recruitment to service in Community Projects and National Extension Schemes. The Institute will then be able to secure the same objects of the Basic schools started for Village Level Workers under the Community Projects and National Extension Schemes.

Speaking of gradation and consistency I suggest that for admission to the subordinate training schools in various parts, the standard for admission may be raised to intermediate, preferably with book-keeping or other commercial subjects as optionals. In that case to attract sufficient number of candidates, Rayalaseema area being backward in all respects, needs encouragement by way of subsidy to the Institute and stipends to the trainees to be admitted on the analogy of the secondary educational training schools run in Andhra. The stipendiaries coming out of the Institute may be absorbed into compulsory work for a period of at least three years in co-operative institutions, village panchayats as well as in Community Development Blocks or National Extension Services, whose administrative authorities must necessarily recruit them into such services. I understand that the Government of India has set apart funds to the tune of about Rs. 10 lakhs for co-operative education and propaganda. If financial aid is made available, it would be possible to have a permanent abode for this institution which is essential before carrying out any further programmes of development of co-operative education on a uniform basis. It is also absolutely necessary for the upgrading of the institutes functioning in this State.

Regarding the set-up and conduct of examinations in this State, the Provincial Co-operative Union, Andhra, conducts the examinations of the supervisor trainees, and for the subordinate officers selected by the Andhra Public Service Commission to serve in the Co-operative Department, the Central Co-operative Institute conducts the examinations. A kind of uniformity may be brought about for the conduct of examinations of grades of officers both official and non-official. A single body constituted of a Board of examiners drawn from all the institutes in the provinces and the Registrar of Co-operative Societies, ex-officio President of the Board

and other local technical qualified accountants from banks and some non-officials with actual field experience may be set up for the proper organisation and procedure of development of co-operative educational activities.

The Reserve Bank of India may also give sufficient aid to all the institutes to build up fully equipped library with up-to-date bulletins and other recognised standard books on co-operation and allied subjects. Whenever the high ranking officers of the Reserve Bank of India happen to tour in the districts where co-operative institutes are located they may take an opportunity to benefit the trainees with their valuable knowledge. A programme needed in this behalf may be thought of.

The institutes may be also utilised for intensive co-operative propaganda especially in Community Blocks and National Extension Blocks in the village side. For this all the institutes may be given the necessary additional staff and equipment such as vans, operators, etc.

Co-operative seminars similar to teachers co-operative guilds for mutual advantage may be conducted by the various institutes.

I hope that some of these suggestions would be considered for including in the plan of future development of co-operative education on a uniform basis.

APPENDIX 22

(Reference Note XI relating to fifth Standing Sub-Committee Meeting)

THE RAMALINGAM CO-OPERATIVE INSTITUTE, LIMITED

President:

COIMBATORE,

Sri M. S. PALANIAPPA MUDALIAR, B.A.

31st December 1954.

To

The Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Bombay-1.

Sir,

Sub: *Revision of curricula for all types of training courses sponsored by the Central Committee for Co-operative Training*

Ref: *Your letter No. ACD. 4546/TS.19-54 dated 10-12-54*

I thank you very much for your letter cited. I have studied carefully the brochure containing the proceedings of the first meeting of the Central Committee for Co-operation. I also made out copies of the syllabus for subordinate personnel, to be followed by an institute like ours, and circulated the same among my colleagues for favour of suggestions. I have received suggestions from some of them regarding the syllabus of some of the subjects. I will make a careful study of the same and communicate, if necessary, any worthwhile suggestions at a later date. Since receipt of your letter I have made consultations with my colleagues and I put forward the following suggestions for improvement in the training facilities which exist and which are to be introduced hereafter.

1. *Practical training for the trainees:* Under existing arrangements in this Institute as well as in similar institutes in Madras and Andhra, the trainees are required to be taken for visits to co-operative institutions to enable them to see first-hand the working, writing of accounts, records, etc., in person. But for want of facilities and time every year only a few visits to some of the important types of co-operatives are arranged. The trainees gain practically little during a stay of about an hour in a society. If instead of this practice a group of trainees (study group) visit a particular society, a number of times, during the entire course of the period of their theoretical training a sound working knowledge of the type of society visited will be ensured. The visits may be arranged during intervals of about a fortnight. When the study group visits the

society for the first time, a lecturer of the Institute may accompany the group and introduce the trainees to the officers of the society. Successive visits may be made by the group without the company of a member of the teaching staff. The trainees will be required to study for themselves the working of the society, the socio-economic and general conditions prevailing in the village, the reasons for the good working or bad working of the society, steps that will help to improve the condition of the society, the villagers and village in general. The study group will be repeating its visits ostensibly to acquire knowledge; but this knowledge can be acquired only by constant mixing up with the villagers. The result will be that the villager will readily and with a sense of pride welcome such visits. It is quite probable that he will come out unreservedly and place before the trainees all factors affecting him. An opportunity will thus arise to enable the villagers to see themselves and their socio-economic conditions in the true colour. If the trainees are properly guided by the staff of the Institute, they will awaken among the people a sincere desire for improvement. The trainees with their theoretical knowledge will be handy to make suggestions in the light of the prevailing conditions in the village. Each study group will consist of 5 to 10 trainees. During each visit the trainees may spend about two or three hours in the village. If convenient they may halt in the village occasionally for a night.

The above scheme will of course involve expenditure for arranging the visit of study groups to selected societies. The actual expenditure may vary according to the distance of the society selected from the headquarters of the Institute. It may not be possible, to begin with, to group all trainees of the Institute into study circles for the purpose. As such visits will be mainly to village credit societies, such of the trainees who come from villages and who are likely to go back to work among the villagers in some capacity or other need only be selected to form such study groups. If the Reserve Bank can make available the funds required for arranging such visits, at least for few of the institutes, the experiment will be one worth making.

2. The members of the teaching staff of the institutes should be given opportunity to visit co-operative societies of different types to enable them to acquire up-to-date knowledge of actual prevailing conditions. Such visits will also enable them to conduct research on the problems affecting development of co-operation and co-operatives. This item also will depend on financial aid from the Reserve Bank.

3. All members of the teaching staff of the institutes should be permanent employees as such and should not be liable for transfer from the institutes. Such a status will create an abiding interest for them in the work entrusted to and expected of them. An

incentive to acquire and develop the knowledge of the subjects taught will be created and standard of teaching will ever be on the rise.

4. Each institute should be provided with sufficient funds to maintain an up-to-date library containing all books that will be required to handle the subjects taught efficiently. If some arrangement can be made to run these libraries as public libraries as well, ample opportunities will be available to the general public to know more about Co-operation.

5. The work of the permanent teaching staff of the institutes can be advantageously supplemented by special lectures delivered by experts on different special subjects taught in the institutes. Thus special lectures by the staff of the Agricultural, Health, Industries, Animal Husbandry, etc., departments will be quite welcome by the trainees and will serve the purpose of breaking any monotony.

6. Lastly, it is for consideration whether the co-operative training centres intended for training subordinate personnel cannot be made to serve in addition as folk schools. Side by side with training imparted to employees of institutions, if members and officers of especially the village co-operatives can be brought to the Institute for short periods of training, the work of spreading co-operative ideals and principles among the general public will be very much facilitated. The period of training may be about four weeks' duration. The people who attend such classes should be found free boarding and lodging in addition to, to and fro travel expenses. The duration should be short enough as not to make the villager feel his absence away from his family and village. At the same time the duration of the course should permit enough time to the Institute authorities to impart sufficient working knowledge required by ordinary villager-cum-member of co-operative societies. No special staff need be maintained for this purpose. The regular staff of the institutes can be utilised to deliver a course of lectures. Lectures by experts on different subjects may also be arranged. This item of work again will depend on the provision of funds. These folk school courses can be conducted throughout the year, one succeeding the other. For each course about 25 trainees may be admitted. For this purpose each of the institutes or schools conducting such a course should be enabled to own buildings where boarding and lodging can be arranged for the trainees.

Yours faithfully,

(Sd.)

Superintendent.

APPENDIX 23

(Reference Note XI relating to fifth Standing Sub-Committee Meeting)

THE REGIONAL CO-OPERATIVE TRAINING CENTRE
MADRAS.

Principal
V. Govindan Nair, M.A.

82-B, Mount Road, Teynampet,
MADRAS-18.

29th December 1954.

RTC. 638/54

To

The Member-Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India,
Post Box No. 1037,
Bombay-1.

Sir,

Sub:—*Revision of curricula for all types of training courses sponsored by the Central Committee for Co-operative Training*

Ref: Your letter No. ACD. 4546/TS. 19-54 dated 10/11-12-54

With reference to your letter cited, we enclose a note containing suggestions regarding revision of curricula, etc., in respect of the Intermediate Training Course. We also enclose a copy each of the revised syllabus* in respect of the subjects referred to in paragraph 3 of the note enclosed.

(Sd.)

Principal.

NOTE REGARDING REVISION OF CURRICULA, ETC., IN RESPECT OF THE INTERMEDIATE TRAINING COURSE

According to paragraph 2 of Note II at page 47 of the proceedings of the first meeting of the Central Committee for Co-operative Training, Assistant Registrars, Co-operative Sub-Registrars, Managers and Secretaries of Central Banks and Marketing Societies, etc., have been classified as "Higher" personnel and according to paragraph 3, Inspectors, Sub-Inspectors, Auditors of Co-operative Departments, Accountants, Assistant Managers and Inspectors, etc., of co-operative institutions have been classified as "Intermediate" personnel. However, in the first meeting of the Central Committee (*vide* pages 138 to 145 of the proceedings) it was stated that those in charge of direction, control or audit at State, Divisional or District level and key executives of State, Divisional or District institutions would qualify for inclusion in the "Higher" category, that auditors, supervisors, clerks, salesmen and accountants would be classed as "Subordinate" personnel and that all others would be "Intermediate" personnel; doubtful cases to be left to the Standing Sub-Committee or if authorised by it to the Local Committee for decision.

2. Besides the status of the candidates prescribed as a qualification for admission to the training course, they should ordinarily be graduates of a recognised University (preferably B.A., in Economics, B.Com., or B.Sc., (Agri.)). In special cases, candidates who have passed the Intermediate examination in Arts or Science and have thereafter served in a Co-operative Department or organisation may be admitted to the course on the recommendation of the Registrars of Co-operative Societies of the States concerned—*vide* item III at page 55 of the proceedings of the first meeting of the Central Committee. These conditions do not seem to have been strictly adhered to in the selection of nine candidates deputed to the Madras Centre for the current session. For example, a trainee from Travancore-Cochin State is a "voluntary" clerk in a milk union and is a holder of the English School Leaving Certificate. Another trainee from Madras State is a salesman in a mill workers co-operative stores on a daily wages system. A third trainee is a supervisor of the Travancore-Cochin Co-operative Institute and yet another one is a clerk of the Travancore-Cochin Co-operative Institute. Three trainees from the Saurashtra Central Co-operative Land Mortgage Bank and one from the Tripura Co-operative Department, though graduates, have no previous experience in the co-operative field. One from the Madras State has put in only one

or two months' service in a marketing society before he was selected for training. The last five trainees seem to have been selected for appointment in the respective institutions on the eve of selection for training in the centre. Lack of uniformity in the general standards of education, inexperience, lack of necessary background was a positive handicap to the general progress of lectures on all subjects taught in the centre. For the above reasons they and some others were not able to follow intelligently the instructions in the classes. Even fundamentals had to be explained in order to enable them to follow the lectures. Because of this lack of uniformity, more advanced students in the class had also to be taught elementary things. It is, therefore, necessary that only persons with the requisite educational qualification and sufficient previous experience (at least for a period of three years) in the Co-operative Department or a co-operative institution should be selected for training.

3. All the compulsory subjects namely, (1) Theory, History and Practice of Co-operation, (2) Co-operative Law, (3) Book-keeping, (4) Banking, (5) Rural Economics, and (6) Economic Planning and Co-operation now being taught to the students may be retained as subjects of study. The teaching of a special subject (optional) is also necessary. All the four following subjects are important: (1) Co-operative Audit, (2) Land Mortgage Banking, (3) Co-operative Banking, (4) Departmental set-up (with special reference to organisation, supervision, audit and inspection of co-operative institutions). The trainees may be given the option to select the special subject of study.

The syllabus prescribed for certain subjects could not be covered within the period of 6½ months. Syllabus in certain subjects are also overlapping one another. A list showing the portions of syllabus that may be eliminated and additions that may be made is appended. Rural Economics, Book-keeping and Accountancy, Co-operative Law, Banking, Theory, History and Practice of Co-operation and Economic Planning and Co-operation—syllabus on these subjects need revision. No revision is called for in respect of Land Mortgage Banking, Departmental set-up and Co-operative Banking.

4. At present there is no definite proposal to give diplomas to students who have passed the examination of the training centre. As an incentive to the students undergoing training and induce other employees to come forward for training, it is necessary that all co-operative institutions should make it known that special consideration will be given to successful candidates in the way of appointment, promotion and scale of pay.

5. At present, the library of the Regional Co-operative Training Centre contains 252 books as shown below.

<i>Subject</i>	<i>No. of Books</i>
1. Co-operation	87
2. Co-operative Law	20
3. Banking	37
4. Book-keeping and Accountancy	26
5. Rural Economics	30
6. Reports	42
7. Miscellaneous	6
8. Departmental Set-up	4
Total ..	252

The books are found inadequate for reference both by students and teachers. Hence the library should acquire the latest books, and, whenever necessary, buy additional copies. Also the following Acts with commentaries should be supplied to each centre.

1. Indian Companies Act
2. Civil Procedure Code
3. Indian Evidence Act
4. Transfer of Property Act
5. Indian Limitation Act
6. Court Fees Act
7. Negotiable Instruments Act
8. Sales Tax Act
9. Land Revenue Act
10. Indian Registration Act
11. Charitable Endowments Act
12. Indian Trusts Act

Reports of the various Committees on Co-operation beginning with the Maclagan Committee (1914) appointed by the Government of India and the various State Governments should be supplied to the training centres. If any reports are out of stock, steps may be taken to reprint such reports. It need hardly be stated that these Committee reports give valuable information to students of Co-operation and should therefore be made available.

APPENDIX 24

(Reference Note XIV relating to fifth Standing Sub-Committee Meeting)

INTERNATIONAL LABOUR OFFICE

ASIAN FIELD OFFICE

P.O. Box No. 4

BANGALORE-1 (MYSORE STATE), INDIA

KARACHI, 8th January, 1955.

Dear Professor Karve,

You will recall our discussions on 5th January concerning co-operative training in India and the possibilities of a regional co-operative training institute being established by the I.L.O. for Asia during 1956. I am most appreciative of the views which you expressed during this discussion as they will prove valuable, in shaping the I.L.O.'s final decision concerning a regional institute.

We are currently holding preliminary discussions with all Governments in Asia in connection with planning the 1956 I.L.O. Technical Assistance Programme and will hold a similar series of meetings during April-June to determine the specific form in which such assistance is desired by the countries of the region. As you know, the I.L.O. has a very active interest in the development and strengthening of the co-operative movement as a means of raising the living standards of the masses. We will be pleased to consider any proposals from the Government of India for assistance in the form of experts, fellowships for study abroad and equipment which it is considered would aid in carrying out the objectives of the Five Year Plan in the field of co-operation. I will be grateful if you will be good enough to advise me of the decisions of your Committee with respect to the need for any I.L.O. assistance during either 1955 or 1956.

Yours sincerely,

(Sd.) RICHARD M. LYMAN,

Director.

Professor D. G. Karve,
Chairman, Standing Committee,
Central Committee for Co-operative Training,
C/o Planning Commission,
New Delhi (India)

APPENDIX 25

(Reference Note VII relating to seventh Standing Sub-Committee Meeting)

GOVERNMENT OF MADRAS

DEPARTMENT OF INDUSTRIES, LABOUR AND CO-OPERATION

Letter No. 31616, BII/54-15.

From

Shri M. Bhavani Shankar Rao, B.A.,
Deputy Secretary to Government.

To

The Member-Secretary, Central Committee for Co-operative Training and Education,
Reserve Bank of India,
Bombay.

Dated, Fort St. George, the 9th February, 1955.

Sir,

Sub:—*Co-operative Education and Training—Reorganisation—Central assistance*

Ref:—*Correspondence resting with this Government's letter No. 31616 B/54-1 dated the 14th October, 1954.*

Your letter No. ACD. 3692/T.S. 3-54 dt. 11-10-54.

I am directed to invite a reference to the letter second cited in which the Central Committee has stated that the Government of India's assistance for the reorganisation of co-operative training and education in this State will be available to the extent of 50 per cent of the expenditure incurred on (a) salary and allowances of the teaching staff, (b) stipend at Rs. 40 per mensem per student while under training and at Rs. 60 as travelling allowance for the course of practical training, and (c) library subject to the following conditions:—

(i) The period of training including practical training should be six months and each school should conduct two classes simultaneously with 40 students in each class, thus giving training to 160 students in a year.

(ii) There should be a minimum uniform standard in the subjects taught, syllabus prescribed, periods of study, and examinations.

(iii) The Government of India's assistance should not lead to any reduction in the expenditure or the commitments already

made by the State Government in respect of co-operative training and education. If there is any such reduction, the Government of India's assistance will be reduced to that extent.

(iv) The teaching unit for a school conducting two classes simultaneously will consist of one Principal in the grade of Assistant Registrar and three lecturers in the scale of Rs. 200-10-300, and must be of the cadre just below the rank of Assistant Registrar. The Principal and lecturers should possess the qualifications as prescribed by the Central Committee and any variation should be got approved by the Central Committee.

(v) The collection of tuition fees should be done away with as the intention of the training scheme is to popularise co-operative education.

I am to offer the following remarks on the above stipulations:—

Condition No. (i)

In this State, non-official candidates (i.e., Co-operative Supervisors) are given 11 months' (nine months' theoretical and two months' practical) training in the two mofussil institutes at Tanjore and Coimbatore, while official candidates (i.e., Senior and Junior Inspectors) are given 12 months' (nine months' theoretical and three months' practical) training in the Central Co-operative Institute, Madras. In the interests of the efficiency of the Department in particular and the movement in general, this period of training is a *sine qua non* as proved by past experience.

At present, the two mofussil institutes at Tanjore and Coimbatore are giving training to 178 and 181 candidates respectively with the teaching staff of one superintendent and three lecturers and one superintendent and two lecturers respectively. It is proposed to train every year about 273 non-official candidates employed in co-operative institutions in the two mofussil institutes and in the proposed institute at Malabar. About 91 candidates from the co-operative institutions will be deputed for training in each of the training institutes, and each institute will be allowed to admit 69 private candidates who may seek employment in co-operative institutions after their training, in the vacancies arising in the various co-operative institutions in the State, thus making the number of candidates 160. The teaching staff will consist of one Principal, two lecturers and one part-time lecturer (to teach the commercial subjects) as already contemplated in the scheme. The institutes will be asked to employ additional lecturers if necessary at their cost. Thus the number of candidates trained will be 160 every year as required by the Central Committee. In the Central Co-operative Institute, Madras, it is proposed to train 158 candidates every year for the coming three years. As already proposed, the services of the

teaching staff will be available for conducting important surveys and statistical investigations during recess when the candidates will be under practical training.

Condition No. (ii)

But for slight variations, the existing syllabus for supervisors and departmental inspectors is almost the same as the syllabus prescribed by the Central Committee. As now taught it lays special emphasis on the Acts and Rules and on the working of various types of societies in this State and is the best suited to this State. The examinations of the mofussil institutes are conducted by the Madras State Co-operative Union Limited, Madras, and the examinations of the Central Co-operative Institute, Madras, are conducted by the Registrar of Co-operative Societies, Madras. They are at State level and need no modification.

Condition No. (iii)

While remitting proposals for central assistance, the expenditure incurred by this Government on the following items was taken into account:—

(1) running of the Central Co-operative Institute, Madras, including the stipend paid to departmental candidates (both Senior Inspectors and Junior Inspectors) while under theoretical training and stipend and travelling allowance paid to them while under practical training;

(2) cost involved on account of the free sanction of two posts of Co-operative Sub-Registrar-Superintendents in the two mofussil institutes;

(3) cost of one Senior Inspector Lecturer and one non-official lecturer in the Tanjore Institute; and

(4) the annual subsidy towards the pay of the Manager-cum-Associate Editor of the *Madras Journal of Co-operation*. The Government of India were requested to meet only the extra cost involved in the reorganisation scheme. This Government have also agreed to meet a recurring expenditure of Rs. 5,600 in starting a new institute at Malabar. Thus there will not be any reduction in the expenditure of the State Government on account of the sanction of Central assistance.

Condition No. (iv)

It is proposed to upgrade the post of the Principal of the Central Co-operative Institute, Madras, and those of the Superintendents of the two mofussil institutes and of the proposed Institute at Malabar to the grade of the Deputy Registrars. It has been stated now by the Central Committee that the posts of Principals should be

of the grade of Assistant Registrars, and that of the Lecturers just below the rank of Assistant Registrar. The scale of pay recommended by the Central Committee is Rs. 540 per mensem excluding allowances for Principal and Rs. 200-10-300 for Lecturers. There are no posts of Assistant Registrars now in this State. The scale of pay recommended by the Central Committee for the posts of Principal corresponds roughly to the scale of Deputy Registrars, i.e., Rs. 230-30/2-260-40/2-500-50/2-700. (Average cost Rs. 519-5-4 including dearness allowances.) The proposals to have Deputy Registrars as Principals are therefore in accordance with the condition laid down by the Central Committee. As regards the other Lecturers, the Committee has recommended a scale of Rs. 200-10-300. While submitting proposals for the consideration of Government, the Registrar of Co-operative Societies, Madras, suggested the upgrading of the posts of the non-official lecturers, but this Government considered that such upgrading was not necessary. In the case of Senior Inspector-Lecturers, the Registrar did not propose to upgrade their posts as they would get their promotions in the normal course. Regarding the qualifications prescribed by the Central Committee, there would not be any difficulty in getting suitable candidates with requisite qualifications to be posted as Principals and as Lecturers to the training institutes.

Condition No. (v)

The Central Co-operative Institute run by this Government does not charge any tuition fees in the case of official candidates and charges only a nominal fee of Rs. 70 for the entire course from each of the non-official candidates in respect of the 10 seats available for them. The two mofussil institutes charge Rs. 50 as tuition fees for the entire course from each candidate. They are private institutes and cannot forgo the income from tuition fees, constituting as it does the spine of their total income. They will find it very difficult to meet the expenditure from other resources. Nor is it possible for the Government to assist them with a subsidy to equalise the loss of revenue from tuition fees. Even when fee is charged, there is no dearth of hands and as a matter of fact there is heavy rush for admission. Each institute is now giving training to more than 170 candidates. It is not therefore possible to comply with this condition.

2. The scheme forwarded with this Department's letter No. 31616 B/54-3 dated the 10th May, 1954 provided, *inter alia* for:

- (1) a recurring annual expenditure of Rs. 42,000 by way of grant of stipend and tuition fee to 70 candidates with three years' experience in co-operative institutions and
- (2) a non-recurring expenditure of Rs. 11,200 for starting a new training institute at Malabar.

In regard to item (1) the Central Committee's present suggestion is that all the candidates deputed for training from the co-operative institutions should be given Rs. 40 per mensem as stipend and Rs. 60 as travelling allowance for the period of practical training. This is a shareable item of expenditure and it will not be possible to give stipend to all the 273 candidates proposed to be trained as it will involve heavy expenditure. The Registrar of Co-operative Societies has therefore recommended that in addition to free tuition, stipend at Rs. 40 per month and travelling allowance at Rs. 60 per month may be granted only to 120 candidates, i.e., to 40 deserving candidates to be deputed from co-operative institutions to each of the three mofussil Institutes. In effect this will step up the expenditure from Rs. 42,000 to Rs. 66,000.

In regard to item (2), the Central Committee's present recommendation is that a sum of Rs. 2,000 can be given as library grant to a new institute as a shareable item of expenditure. The Registrar has pointed out that the library will be an absolute necessity for the teachers and the taught. The Government are therefore agreeable to meeting half of the library grant if the Government of India are prepared to meet the other half.

3. In the light of the above remarks, I am to state that, except to the extent hereinbefore indicated, the existing scheme of co-operative training in this State needs no major or basic changes and to request that the Central Committee may be moved to sanction financial assistance in the scale specified in the annexure. Before concluding, I am to invite attention to para 3 of this Government's letter No. 5787 B/54-2 (Department of Industries, Labour and Co-operation) dated the 24th February 1954 and to stress once again the need for sanctioning the building grants mentioned in it.

The questionnaire issued to the Registrar of Co-operative Societies by the Central Committee is enclosed in duplicate together with the Registrar's reply to it. An early reply will be much appreciated.

Yours faithfully,

(Sd.) M. BHAVANI SHANKAR RAO,
Deputy Secretary to the Government.

ANNEXURE

<i>Particulars</i>	<i>Non-recurring</i>		<i>Recurring</i>	<i>Remarks</i>
	<i>Rs.</i>	<i>Rs.</i>		
1. For up-grading the teaching staff—				The estimates as furnished previously have been reduced suitably by cutting the special pay to Principal, Central Co-operative Institute, Madras, and by not giving an increased scale of pay to the non-official lecturers in Tanjore and Coimbatore Institutes.
(a) Central Co-operative Institute, Madras ..			3,440	
(b) Hood Co-operative Institute, Tanjore ..			3,465	
(c) The Coimbatore Co-operative Training Institute, Coimbatore ..			3,465	
2. Honorarium to part-time commercial instructors for the three institutes ..			5,280	
3. Free tuition and stipend to 120 candidates			66,000	
4. Building grants:				
(a) Hood Co-operative Institute, Tanjore ..	25,000			
(b) The Coimbatore Co-operative Training Institute, Coimbatore ..	60,000			
5. Half the cost of starting a new institute at Malabar* ..	1,000		5,600	
Total ..	<u>86,000</u>		<u>87,250</u>	

(Sd.)

Superintendent.

* 50 per cent. of library grant.

APPENDIX 26

(Reference Note X relating to eighth Standing Sub-Committee Meeting)

CO-OPERATIVE EDUCATION—TRAINING OF PERSONNEL—CO-OPERATIVE MARKETING

At present there is no Institute which gives training in co-operative marketing. The Second Five Year Plan and the recommendations of the Rural Credit Survey Report have given much importance to the development of co-operative marketing. Trained personnel is absolutely necessary to carry out schemes. It is suggested that the Regional Co-operative Training Centre of the Reserve Bank of India at Madras may institute a special course of training in co-operative marketing for the persons to be employed by co-operative marketing societies (primary, district and State) and also for the staff of Government departments in charge of marketing societies and those proposed to be appointed as Business Managers of these institutions. Fifty employees of co-operative societies and 62 co-operative officers require to be trained.

The training is intended for employees or officers already in service; they are men with a knowledge of co-operative theory and practice and field experience. A long course of 12 months or a large dose of theoretical instruction in the classroom is not required. A short course of practical instruction with a minimum of theoretical instruction by experts in the field would be enough. The course of training should include general lectures lasting about a month and a half on marketing and allied subjects followed by practical training extending to three months. For the theory course, experts like the Marketing Adviser to the Government of India, State Marketing Officer, Export Controller, and others may be requested to give lectures on the different aspects of the subject. The Regional Co-operative Training Centre should arrange for these lectures in its premises and also for the visits of trainees to successful marketing co-operatives in some select States, for practical training. A Deputy Registrar of Co-operative Societies may take out the trainees to important *mandies*, co-operative marketing societies and market centres in various States. This officer will also acquaint himself with the subject and his services can be utilised by the State Government for being in charge of marketing schemes or for appointment in the state or district marketing schemes. There are 112 persons to be given training. They may be given training in three batches.

As in the case of other personnel deputed for training in the Regional Institute, these trainees may be given stipends to cover the extra cost during the period of training. The Reserve Bank of India may institute this course as a special course of training at Madras in the year 1955-56. This will not interfere with the long-term course to be conducted at the centre.

APPENDIX 27

(Reference Note X relating to eighth Standing Sub-Committee Meeting)

CO-OPERATIVE EDUCATION—TRAINING IN LAND MORTGAGE BANKS—PROVISION FOR PRACTICAL TRAINING IN THE REGIONAL TRAINING INSTITUTE OF THE RESERVE BANK OF INDIA AT MADRAS

In the syllabus adopted by the Regional Co-operative Training Centre of the Reserve Bank of India at Madras, 'Land mortgage banking' has been put as a special subject. The students choosing this special subject will be given theoretical training in the centre for 6½ months and for the remaining 4½ months they will be given practical training in land mortgage banking. The total strength of the Centre is about 45, and the persons choosing land mortgage banking as a special subject may be about 6 to 10. This small number may not meet the requirements of land mortgage banks and the Department in the Andhra State. Further, the training required for the staff of primary and central land mortgage banks and of the Co-operative Sub-Registrars in the Andhra State should be of a practical nature. These persons have already had some basic training in Co-operation at one of the centres meant for the training of subordinate personnel, and passed the tests in all the subjects which are now taught at the training centre. It is suggested that these men may be given practical training in the Regional Training Centre along with the regular candidates during the latter part of the course, for a period of 4½ months. They will have a common course of practical training which may comprise training in land records, survey, collection of sale statistics, valuation of land, preparation and scrutiny of loan applications, etc. The Regional Training Centre should enlist the assistance of officers of the Revenue and Survey Departments for giving the necessary practical training. The requirements of personnel of land mortgage banks have been estimated at 60 and they may have to be given training in batches of 12 each per year. The requirements of the Department are estimated at 28. These officers and some more (to provide for leave reserve, replacing officers retiring or getting promotion, etc.) have to be trained. In all about 50 may have to be given training during the Plan period, at 10 per year. They should be paid stipend, travelling allowance at the rate at which the other trainees are paid.

The next course of training in the Regional Training Centre of the Reserve Bank of India at Madras will commence in July 1955 and the trainees will complete the theory portion of the syllabus by the middle of January 1956. The candidates to be sponsored by the land mortgage banks and the departmental officers will have to be deputed in January 1956, to join the practical training course. The authorities of the Reserve Bank of India may be requested to arrange for it.

APPENDIX 28

(Reference Note XI relating to eighth Standing Sub-Committee Meeting)

AGREEMENT EXECUTED BY CANDIDATES SELECTED FOR APPOINTMENT AS JUNIOR INSPECTORS/SENIOR INSPECTORS/CO-OPERATIVE SUB-REGISTRARS IN THE MADRAS CO-OPERATIVE SUBORDINATE SERVICE

KNOW ALL MEN by these presents that (1), I, _____ son of _____ residing at*
 (2) I, _____ son of _____ residing at* _____ and
 (3) I, _____ son of _____ residing at* _____

are bound to HIS EXCELLENCY THE GOVERNOR OF MADRAS (hereinafter called the "Governor") in the sum of Rs.† _____ to be paid to the Governor or to his certain attorney or attorneys for which payment will and truly to be made, we bind ourselves, our heirs, executors, administrators and legal representatives and each one of us binds his heirs, executors, administrators and legal representatives severally, firmly by these presents.

Sealed with our seals, dated this _____ day of _____ 19 _____

WHEREAS the said _____ has been selected by the Government of Madras (hereinafter called "the Government") for training as a Junior/Senior Co-operative Inspector/Co-operative Sub-Registrar AND WHEREAS the Government has agreed to pay the said _____ a pay in accordance with the rules pertaining thereto published by the Government during such period of training AND WHEREAS it has been agreed by and between the said _____

and the said _____ and the said _____ on the one part and the Governor on the other part that the said _____ shall undergo the full period of training prescribed for the post of a Junior/Senior Co-operative Inspector/Co-operative Sub-Registrar and shall during such course of training abide by such rules as may from time to time be laid down by Government or other competent authority for regulating his attendance and conduct and that the said _____ shall, after the completion of the prescribed course of training serve the Government in the Co-operative Department in the capacity of a Junior/Senior Co-operative Inspector/Co-operative Sub-Registrar

*.† See page 319 for footnotes

or in any other post in the said department to which he may be appointed by the competent authority for a period of two/five years AND WHEREAS in consideration of the payment of the said pay to the said _____, the said _____ and the said _____ have agreed to enter into and have entered into the above said bond in the sum of Rs.†

Now the condition of the above written bond is such that if the said _____ shall unless prevented by accident or illness certified by a competent medical authority to the satisfaction of the Registrar of Co-operative Societies (hereinafter call "the Registrar"), or prevented by circumstances over which the said _____ shall have no control (the opinion of the Registrar as to the existence of such circumstances being final) undergo the full period of training prescribed for the post of a Junior/Senior Co-operative Inspector/Co-operative Sub-Registrar and shall during such period of training abide by such rules as may from time to time be laid down by Government or other competent authority for regulating his course of training, attendance and conduct and shall at all times obey and follow the orders and direction that may from time to time be given by the Registrar or other person duly authorised by him and shall use his best endeavours to pass the examinations and tests prescribed for the post within the limit of time allowed and shall after completion of the prescribed course of training serve the Government in the Co-operative Department for a period of two/five years as a Junior/Senior Co-operative Inspector/Co-operative Sub-Registrar or in any other post in the said department to which he may be appointed by the competent authority and if the said _____ and/or the said _____ shall in the event of the said _____ failing to observe or perform all or any one or more of the covenants and conditions hereinbefore contained pay to the Government of Madras the said sum of Rs.† _____ in addition and without prejudice to the other rights and remedies of the Governor, the Government shall be entitled to recover any amounts that may from time to time be due and payable by the above bounden

(1)

(2)

(3)

as if it were an arrear of land Revenue under the provisions of the Madras Revenue Recovery Act, 1864.

† See page 319 for footnotes

Then the above written bond or obligation shall be void, otherwise it shall remain in full force and virtue.

SIGNED, sealed and delivered by
the above named in the presence of

*1 _____ (1)

(Signature of the candidate)

*2 _____ (2)

(Signature of Surety No. 1)

(3)

(Signature of Surety No. 2)

SIGNED, sealed and delivered by the
above named in the presence of

*1 _____

*2 _____

Note: A person appointed as Jr., Sr. Inspector, Co-operative Sub-Registrar should execute the agreement in accordance with Rule 12 of the special rules for the Madras Co-operative Subordinate Service.

* (2) Full permanent addresses (viz. Door No. Street, etc., or Village, P. O. Taluka, District) should be furnished in respect of the candidates, sureties as well as witnesses.

† (3) Amount should be written in both words and figures and corrections if any, should be attested.

(4) Each signature should be attested by two independent witnesses (other than the candidates and sureties) with dates and their full permanent address.

APPENDIX 29

(Reference Note II relating to ninth Standing Sub-Committee Meeting)

PROCEEDINGS OF THE CONFERENCE OF REGISTRARS OF CO-OPERATIVE SOCIETIES OF VARIOUS STATES AND THE PRINCIPALS OF THE VARIOUS TRAINING CENTRES HELD ON 19TH AND 20TH AUGUST 1955 AT THE RESERVE BANK OF INDIA, BOMBAY

Present:

- | | | | |
|-----|------------------------------|-------|--|
| 1. | Prof. D. G. Karve | | Chairman, Standing Sub-Committee for Co-operative Training. |
| 2. | Shri B. Venkatappiah | | Deputy Governor, Reserve Bank of India. |
| 3. | Shri J. C. Ryan | | Member-Secretary, Central Committee for Co-operative Training. |
| 4. | Shri A. Palaniappa Mudaliar | | Registrar of Co-operative Societies, Madras. |
| 5. | Shri K. Subrahmanyam Nayudu. | | Registrar of Co-operative Societies, Andhra. |
| 6. | Shri B. N. Rohatgi | | Registrar of Co-operative Societies, Bihar. |
| 7. | Shri F. N. Rana | | Registrar of Co-operative Societies, Bombay. |
| 8. | Shri R. V. Madhusudan Rao | | Registrar of Co-operative Societies, Hyderabad. |
| 9. | Shri P. M. Chengappa | | Principal, Co-operative Training College, Poona. |
| 10. | Shri D. A. Shah | | Ex-Principal, Co-operative Training College, Poona. |
| 11. | Shri V. Govindan Nair | | Principal, Regional Co-operative Training Centre, Madras. |
| 12. | Shri N. Sen Gupta | | Principal, Regional Co-operative Training Centre, Pusa. |
| 13. | Prof. K. R. Kulkarni | | Co-operative Training College, Poona. |

14. Shri M. A. Chidambaram .. Research Officer, Agricultural Credit Department, Reserve Bank of India, Bombay.
15. Shri S. Nanda Registrar of Co-operative Societies, Orissa.

Shri V. L. Mehta, Chairman of the Central Committee for Co-operative Training, participated in the discussions for some time during the first session.

Prof. D. G. Karve, Chairman of the Standing Sub-Committee, presided.

I. CONSIDERATION OF SOME POINTS ARISING OUT OF THE PROPOSALS FOR THE TRAINING SCHEMES FOR THE SUBORDINATE, CO-OPERATIVE PERSONNEL IN MADRAS AND ANDHRA STATES

During the course of the discussions, the Registrars of Co-operative Societies, Madras and Andhra, emphasised that the existing arrangements in the two States were the result of a policy of trial and error over a number of years. In fact, when the training classes were first arranged, the period of training was only four months. It had been extended from time to time and as a result of the experience thus gained, the period of training has now been fixed at 12 months for the departmental personnel and 11 months for non-official personnel. Further, it was felt that if the training was to be thorough, it could not be imparted in a shorter period than this. Further, the existing syllabus was very heavy and even after holding classes for six days in a week, the training centres were unable to cover the syllabus in time without holding special classes. It was also felt that if the initial training for the subordinate personnel was thorough, there would be no necessity to give further prolonged theoretical training to them when they were promoted to the intermediate grade. These reasons had led the Governments of Madras and Andhra to prefer the *status quo* to the recommendations of the Central Committee. Unlike in many other States, these two States did not have any backlog of co-operative personnel to be trained and their supply for future needs would be adequate even if the period of training was kept at 11 or 12 months. They also felt that the distinction between the departmental and non-official staff should be continued in view of the differences in the relative accomplishments of the departmental and non-official candidates, arising particularly from the difference in the educational qualifications of the personnel recruited. For example, in Madras and Andhra, so far as the departmental personnel was concerned, invariably they were graduates (at least Intermediate passed) whereas the bulk of the non-official personnel attending the mofussil institutions were only S.S.L.Cs. Further, though the Central Co-operative Institutes in each of these States were primarily intended

for departmental candidates, 10 per cent of the seats were reserved for such of the non-official personnel as were considered suitable to undergo training of such a high standard.

On the other hand, the Registrar of Bihar pointed out that in view of the need to make available a large number of trained personnel in a short period, the period of training should be kept at six months only; and, as and when subordinate personnel were promoted to the intermediate level, they might be given the full 11 months' training at the Regional Training Centres, so that they might be fully equipped for the responsibilities they would be asked to shoulder. The general opinion was that several of the States would be unwilling to accept a period of training longer than six months for the subordinate personnel. As a result of the discussions that followed, it was generally agreed that it would not be desirable to disturb too much the arrangements existing at present in particular States and, therefore, the present arrangements in Madras and Andhra might be allowed to continue. The Conference recommended that the Standing Sub-Committee might consider favourably the granting of financial assistance for the full period of training, namely, 12 months for departmental trainees and 11 months for non-official personnel in Madras and Andhra.

(ii) *Stipends*

The Registrar of Co-operative Societies, Madras, mentioned that he had written to the State Government requesting them to review the stand taken in respect of stipends to candidates at the training centres. The Chairman made it clear that the Central Committee could only share the burden arising out of certain specific items of expenditure incurred; in the present case, the Central Committee would share its part of the stipend, namely, Rs. 20 only in cases where the candidates were given a stipend of Rs. 40 or more.

In this context, the Registrars of Co-operative Societies, Bihar, Andhra and Madras, made it clear that the stipend given to the departmental trainees at the Central Co-operative Institutes in their States was not in lieu of their salary but in the nature of a stipend only. The trainees were recruited by the Public Service Commission and they would become regular employees of the Departments only after they had satisfactorily completed the training at the institutes. During the period of training, they were not governed by the Service Rules of the Government. In view of this position, the general opinion was that the stipend now being given by the State Governments to the departmental trainees should be treated as a shareable item.

(iii) *Tuition fees*

It was generally agreed that tuition should be free at the Co-operative Training Schools. However, in the case of registered

institutions, such as the co-operative institutes in Madras and Andhra, certain difficulties would arise if they were prohibited from levying tuition fees. It was pointed out that tuition fees had been levied by these institutes for many years and formed a sizable part of their income and that relying upon their income some of them had constructed and were constructing buildings of their own. As long as the condition that no State should cut down the expenditure already incurred on training candidates was conformed to, the training institutes should be allowed to continue collecting tuition fees, which were paid by the institutions in the case of candidates who were deputed by them for training and by non-institutional candidates themselves in other cases because they were qualifying themselves by the training undergone for appointment in co-operatives. In this connection, a suggestion was made that Madras and Andhra might calculate the exact loss they would incur, by dispensing with tuition fees, taking into account the Central assistance that they would be entitled to on the existing basis and contact the Member-Secretary of the Central Committee thereafter for further consideration. It was generally agreed that a suitable formula should be evolved by the Standing Sub-Committee to cover such cases, as, for instance, deducting the fee income received from candidates from the amount of grant which would be due if no fees were charged.

II. CONSIDERATION OF SPECIAL SHORT-TERM TRAINING COURSES IN SOME SELECT SUBJECTS LIKE LAND MORTGAGE BANKING, CO-OPERATIVE MARKETING, ETC.

It was generally recognised that in view of the schemes envisaged under the Second Five-Year Plan in various spheres of co-operative activities such as marketing, land mortgage banking, etc., it must be ensured that there would be adequate supply of trained personnel qualified to undertake these specialised activities. It was, therefore, agreed that as a short-term measure, some of the existing personnel in the Co-operative Departments and co-operative institutions might have to be given specialised training. These persons would have already undergone basic training in Co-operation and allied subjects and, therefore, it was unnecessary to put them again through the Regional Co-operative Training Centres for a full period of 11 or 12 months. Hence, special short-term classes for suitable periods would have to be organised for the purpose. Eventually, there would be need for such specialised training in land mortgage banking, co-operative marketing, warehousing, industrial co-operation and co-operative farming; but immediately, such specialised classes would be organised in respect of land mortgage banking and co-operative marketing. The Committee of the Conference (which was appointed to consider Note 4 of the Agenda) was requested to decide on the period of training, the location of the training centre and the syllabus for the purpose.

III. CONSIDERATION OF A SPECIAL SHORT-TERM TRAINING COURSE FOR THE BLOCK LEVEL CO-OPERATIVE OFFICERS WHO HAVE HAD PREVIOUS TRAINING IN A CO-OPERATIVE TRAINING INSTITUTE: SUGGESTIONS FROM MADRAS AND ANDHRA

The Conference was in agreement with the proposal that special short-term courses might be organised for the Block Level Co-operative Officers of Madras and Andhra since the trainees were drawn from the existing personnel of the Co-operative Department who had already undergone training for a period of 12 months at the Central Co-operative Institute in the States and also had experience in the Department for three to four years. The Registrars of Co-operative Societies, Madras and Andhra, also agreed to have a common training centre and it was decided to locate this at Tirupati. The Committee of the Conference was asked to finalise the syllabus for this course.

IV. CONSIDERATION OF THE REVISION OF CURRICULA AND SYLLABI FOR THE DIFFERENT COURSES CONDUCTED AT THE TRAINING CENTRES

The consideration of this subject was entrusted to the Committee appointed from among the members of the Conference. The Committee was directed to submit its report to the Conference on the next day. Thereafter, the Conference rose for the day.

SECOND DAY'S SESSION

When the Conference was resumed at 10 a.m. on the 20th August 1955, the report of the Committee of the Conference on the issues referred to it was considered. The proceedings of the Committee were adopted subject to the following modifications (Annexure 1). In the syllabus for the Intermediate Training Course on 'Co-operative Law' it was agreed that besides 'Co-operative Law' some select sections of other important general laws (other laws) should also be taught. In view of the difference in the practice followed at Poona and Madras in the matter of treating this "other laws" as part of the subject for the purpose of the examination, it was agreed that in all the Regional Training Centres, this should form part of the question paper on 'Co-operative Law', 70 per cent. of the total marks being allotted for 'Co-operative Law' and 30 per cent. for 'other laws.'

ANNEXURE 1

PROCEEDINGS OF THE COMMITTEE APPOINTED BY
THE CONFERENCE OF REGISTRARS OF CO-OPERATIVE
SOCIETIES AND THE PRINCIPALS OF CO-OPERATIVE
TRAINING CENTRES

19th August, 1955

The following members were present:

1. Shri J. C. Ryan
2. „ A. Palaniappa Mudaliar
3. „ K. Subrahmanyam Nayudu
4. „ B. N. Rohatgi
5. „ F. N. Rana
6. „ R. V. Madhusudan Rao
7. „ D. A. Shah
8. Principal Chengappa
9. „ Govindan Nair
10. „ Sen Gupta
11. Prof. K. R. Kulkarni
12. Shri M. A. Chidambaram

1. *Senior Officers' Training Course*

The Committee reviewed the existing arrangements for the training of Senior Officers at the Co-operative Training College, Poona, particularly, in regard to the period of study, the standards for admission, the assessment of the performance of the candidates while they were at the training centre and the syllabus and it was agreed that no change in the existing arrangements was called for.

The following additions were approved in the syllabus:—

Page—2—line 3 under General—*add* after 'India' —

“Community Projects and National Extension Service Schemes obtaining in India.” *line 4 add* after 'India'—

“including the recommendations of the Committee of Direction of the All-India Rural Credit Survey.”

Page 7—line 8 from bottom—under Agricultural Marketing *add* after 'federal'

'problems of management and finance.'

Page 9 line 6, *add* before “fixation of wages”

'analysis of cost of production.'

As at present, no syllabus has been drawn up for practical training for candidates who have chosen "Industrial Co-operation including village, cottage and small-scale Industries." The Principal of the Co-operative Training College, Poona, was requested to draw a suitable syllabus.

2. *Intermediate Training Course*

1. The Committee after reviewing the arrangements for the training of Intermediate personnel at the various centres, was of the opinion that there should be uniformity in the syllabus subject to such variations as zonal requirements might demand in the various centres, e.g., co-operative law. The revision of the syllabus was entrusted to a sub-committee consisting of—

1. Principal Chengappa
2. „ Govindan Nair
3. „ Sen Gupta
4. Professor K. R. Kulkarni and
5. Shri M. A. Chidambaram.

The Sub-Committee has been able to arrive at a common syllabus for individual subjects for being adopted at all the Regional Centres.

2. At present, the subject of "Economic Planning and Co-operation in India" is being taught as a separate compulsory subject at the Regional Training Centre, Madras. It was agreed that this subject need only be taught as a topic in the subject 'Theory, History and Practice of Co-operation.'

3. The Committee also agreed that the following be the optional subjects at the Pusa Centre.

1. Advanced Accountancy and Auditing.
2. Advanced Co-operative Banking including Land Mortgage Banking.
3. Agricultural Marketing.

4. Industrial Co-operation including village industries. Further, for the Regional Training Centre, Madras, it was agreed that in addition to the existing optional subjects, namely, (i) Co-operative Audit including Departmental Set-up, (ii) Co-operative Banking, and, (iii) Land Mortgage Banking, the following additional subjects might also be introduced—

- (i) Agricultural Marketing, and,
- (ii) Industrial Co-operation including village industries.

3. *Training of subordinate personnel*

In view of the decision at the Conference to allow for variations in the period of training for subordinate personnel, it was agreed that the syllabus should be framed to suit local conditions in each State; however, this syllabus should be based on the model syllabus drawn up by the Secretariat of the Central Committee for Co-operative Training. It was also recognised that in view of the difference in the equipment of the departmental and non-official candidates (arising particularly from the difference in educational qualifications depending on the standards of recruitment), there might be difference in the syllabus for the two sets of trainees when separate courses are conducted for the training of departmental and non-official candidates.

4. *Training of Block Level Co-operative Officers*

The syllabus contained in the brochure on the subject was approved.

5. *Special Short-term Course for Block Level Officers of Madras and Andhra*

The Registrars of Co-operative Societies, Madras and Andhra agreed to finalise the syllabus.

6. *Special Short-term Course on Land Mortgage Banking*

It was agreed that this course would be most profitably arranged at the Regional Training Centre, Madras. The period of training would consist of 4½ months split into

Theoretical Training	1	month
Practical training: Under an Inspecting Tehsildar	1	month
Under Land Acquisition Officer	1	month
Visits to land mortgage institutions	1½	months
				<hr/>	
Total	4½	months

During the course of the discussion, it was pointed out that the land laws relating to tenancy, etc., varied from State to State and, therefore, it was doubtful whether the training under the Inspecting Tehsildar and Land Acquisition Officer in Madras or Andhra would be really useful for candidates from States other than these two. As, however, making arrangements for this particular training in their own States presented certain difficulties, the Committee agreed that in the first instance, a course may be organised in Madras, all the aspects of practical training being imparted either in Madras or Andhra for all the candidates including those from other States. Further arrangements for practical training will be based on the experience of this course.

A suitable syllabus for theoretical training will be drawn up by the Principal, Regional Training Centre, Madras; the general outlines of the syllabus for practical training given in the Note on the subject were approved. The Central Committee for Co-operative Training will make the necessary arrangements with the Madras and Andhra Governments, for the practical training.

The teaching staff that will be necessary at the Regional Training Centre will be one Deputy Registrar of Co-operative Societies and one Co-operative Sub-Registrar.

7. Special Short-term Course on Agricultural Marketing

It was felt that more than one training centre might be necessary to meet the demands from the various States; however, it was decided that to begin with, the course might be organised at the Co-operative Training College, Poona, for which appropriate extra staff should be appointed. The period of training should be four months consisting of two months of theoretical training and two months of practical training. It was also further agreed that to begin with, the first course might commence from January 1956 so that the period of practical training might be at a time when the important marketing societies in the States of Bombay and Madras will be actively functioning.

The syllabus on the subject was adopted.

APPENDIX 30

(Reference Note IX relating to ninth Standing Sub-Committee Meeting)

No. ADM/284

POONA, the 15th October, 1955.

From

The Registrar of Co-operative Societies,
State of Bombay, Poona-1.

To

The Member-Secretary,
Central Committee for Co-operative Training,
Agricultural Credit Department,
Reserve Bank of India, Bombay.

Sir,

Subject:—*Expansion of training facilities at district level—Scheme for*

Please refer to your letter No. ACD4108/TS. 3(4)-55, dated 10th August 1955, addressed to the Assistant Secretary to the Government of Bombay, Development Department, regarding financial assistance for the training of subordinate co-operative personnel.

2. As for information regarding working of the three schools from time to time, the Bombay Provincial Co-operative Institute has separately been requested to keep you informed of the working of the three schools from time to time.

3. In addition to the training scheme at higher, intermediate and subordinate levels, it is also proposed to expand the training facilities at district level by holding training classes of non-officials and secretaries of multi-purpose societies and Agricultural Produce Market Committees (Refreshers' Course), during the Second Five Year Plan period. It may be stated that this question was discussed with Prof. Karve, Shri Ryan, the Chief Officer, Reserve Bank of India, and with Shri Bhargava, the Director of Co-operation, Government of India, during their visit to Poona and it was agreed that immediate arrangement will have to be made to expand the training facilities at district level also during the First Five Year Plan period. Necessary proposal for implementing the scheme with immediate effect from 1st July 1955, was sent to the Government of Bombay. A copy of the scheme is enclosed (Annexure). Government has, however, now directed this office to request you to obtain Government of India's approval to the scheme as early as possible in order to enable the State Government to implement the scheme during the current financial year.

4. As for financial commitments involved in the scheme, if the scheme is implemented immediately at least with effect from 1st November 1955, the cost of the scheme for four months upto 29th February 1956 till the end of the First Five Year Plan would come to Rs. 28,500 and the share of the Government of India would, therefore, come to Rs. 14,250 being 50 per cent of the cost as per details given in the accompanying statement.

5. As the scheme is to be implemented with immediate effect it is requested that the Government of India, may kindly be moved to sanction Rs. 14,250 being 50 per cent of the total cost as early as possible and also to approve the continuance of the scheme during the Second Five Year Plan period.

(Sd.)

*Joint Registrar of Co-operative Societies,
Bombay State, Poona.*

<i>Expansion of training facilities at district Level</i>		Rs.
25	Training Inspectors—Pay at Rs. 120, D.A. Rs. 50 and T.A. Rs. 50, 25 × Rs. 220	5,500
25	Peons pay at Rs. 30 and D.A. at Rs. 35, 25 × 65 ..	1,625
	Cost per month	7,125
	Cost for four months from 1-11-55 to 29-2-56 Rs. 7,125 × 4	28,500
	50 per cent of the cost expected to be borne by Central Government	14,250
	Net cost to State Government	14,250

ANNEXURE

1. *Department*:—Co-operative
2. *Name of the Scheme*:—(b) Co-operative training classes at lower levels of non-officials and Secretaries of multi-purpose societies and Agricultural Produce Market Committees (Refreshers' Course)
3. *Brief description of the Scheme*:—The Scheme visualises the training in the nature of refreshers' course of secretaries of rural co-operative societies and members of managing committees and other members in rural areas, including the members of Agricultural Produce Market Committees, established under the Agricultural Produce Market Act. At present the Bombay Provincial Co-operative Institute has made arrangements for such Training Inspectors attached to the District Co-operative Boards. There are at present 28 Training Inspectors in 27 districts. These Training Inspectors hold Secretaries Training Classes of the duration of five to six weeks and also hold the refreshers' classes for managing committee and other members. During the year 1953-54, 52 Secretaries Training Classes were held and 1,949 persons took the benefit of these classes and 605 managing committee and other members' classes were held and 7,227 persons were given training.

The All India Rural Credit Survey Report has emphasised that the success of the integrated scheme of rural credit, marketing, processing, storing, etc., would depend to a large measure on finding the right type of men for doing the secretarial work of societies and giving them the right training and also right type of rural leadership. It is also expected to go ahead with the Scheme envisaged by the Rural Credit Survey Report immediately in few selected districts to begin with.

It would, therefore, be imperative to accelerate the training of secretaries and other non-officials by lengthening the period of training classes from six to eight weeks and by starting more classes in more centres and to begin this acceleration almost immediately, so as to keep the ground ready for implementation of the integrated scheme as envisaged in Rural Credit Survey Report. It is, therefore, proposed to employ 25 more Training Inspectors immediately in the First Five Year Plan Period and follow up the Scheme in the Second Five Year Plan, through suitable number of Training Inspectors.

4. *Location and area benefited*:—
Whole State.

5. *Employment, direct and indirect, likely to be provided by the Scheme:—*

25 Training Inspectors and 25 Peons.	}	Expansion of training classes at district level during the last year of the Five Year Plan and during 1st, 4th and 5th year of Second Five Year Plan.	
50 Training Inspectors and 50 Peons		Do.	do.
		During 2nd and 3rd year of Second Five Year Plan.	

6. *Cost of the Scheme:—*

First Five Year Plan period:—

Expansion of training facilities at district level during First Five Year Plan.	Rs.
	57,000*

Second Five Year Plan period:—

Expansion of training facilities at district level during Second Five Year Plan.	Rs.
	5,98,500
Supply of magazines, etc., to officers	30,000
Total	6,28,500

Of this amount, it is expected that the Government of India would bear an expenditure to the extent of 50 per cent.

Expansion of training facilities at district level

25 Training Inspectors—pay at Rs. 120, D.A. at Rs. 50 and T.A. at Rs. 50 —	Rs.
25 × Rs. 220	5,500
25 Peons—pay at Rs. 30 and D.A. at Rs. 35 —	
25 × Rs. 65	1,625
Rs.	7,125

Total expenditure for 8 months from 1-7-1955 to 29-2-1956	Rs.
	57,000
The expenditure expected to be borne by Central Government to the extent of 50%—Rs. 57,000 ÷ 2	28,500

*(Vide details given in the accompanying statement)

Extension of training facilities at district level
(During Second Five Year Plan)

	Rs.
25 Training Inspectors—pay at Rs. 120— D.A. at Rs. 50 and T.A. at Rs. 50— 25 × 220	Rs. 5,500
25 Peons at Rs. 30 and D.A. at Rs. 35 25 × 65	<u>Rs. 1,625</u>
	<u>7,125</u>
Total expenditure for the first year of the Second Five Year Plan Rs. 7,125 × 12	85,500
Total expenditure for second and third year of the Five Year Plan .. Rs. 85,500 × 2 × 2 =	3,42,000
For 50 Training Inspectors and 50 peons	
Total expenditure for 4th and 5th year of the Second Five Year Plan .. Rs. 85,500 × 2 =	1,71,000
For 25 Training Inspectors and 25 peons	
	<u>Rs. 5,98,500</u>
The expenditure expected to be borne by Central Government to the extent of 50 per cent. ..	<u>2,99,250</u>

*Total expenditure expected to be borne by Central
Government*

	Rs.
First Five Year Plan period	28,500
Second Five Year Plan period	<u>2,99,250</u>
	3,27,750
Add 50 per cent of expenditure on supply of magazines	15,000
	<u>Rs. 3,42,750</u>