

**COMMITTEE FOR COOPERATIVE TRAINING
(NATIONAL COOPERATIVE UNION OF INDIA)**

REVIEW OF ACTIVITIES

**FOR THE YEAR ENDING
30th June 1963**

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**34, SOUTH PATEL NAGAR,
NEW DELHI-12.**

REVIEW OF THE ACTIVITIES OF THE COMMITTEE FOR COOPERATIVE TRAINING FOR THE YEAR ENDING 30-6-1963.

Section I: Constitution of the Committee for Cooperative Training.

In pursuance of the recommendations of the Conference of the State Ministers for Cooperation held in October, 1961, at New Delhi, accepted by the Government of India, the National Cooperative Union of India constituted the Committee for Cooperative Training with effect from the 1st July, 1962. This Committee took over the work of Cooperative Training from the Central Committee for Cooperative Training constituted jointly by the Reserve Bank of India and the Government of India. The notification of the Government of India is at annexure I. This step was taken with a view to fulfilling the objective of entrusting the responsibility for cooperative training and education with the non-official bodies namely the State Cooperative Unions at the state level and the National Cooperative Union of India at the national level.

Detailed recommendations of the State Ministers' Conference are given below with a view to indicating the broad items of work which the Committee has been entrusted with :—

(i) The administration of all the junior cooperative training centres should be transferred to the state cooperative unions who should run them through special committees appointed with the approval of the State Government and their accounts should be kept separate from the accounts of other activities of the unions.

(ii) The administration of all the intermediate cooperative training centres should also be transferred to the

state cooperative unions. In States, where it is considered by the state government that the state cooperative union will not be in a position to take over the intermediate training centres, such centres may for the present be run by the organisation to be set up at the Centre. The centres transferred to the state unions should be run through special committees appointed with the approval of the State Government; and their accounts should be kept separate from accounts of other activities of the unions.

(iii) The organisation at the Centre should have the following activities ;

1. To run a Central Institute for training of senior personnel of departments and cooperative institutions on an all India basis.
2. To arrange for specialised courses in various subjects at intermediate training centres on an inter-state basis.
3. To arrange for research at the central institution and at intermediate and other cooperative institutions, universities, etc. and coordinate the programme of research.
4. To run intermediate training centres in States where they are not handed over to state cooperative unions as proposed in (ii) above.
5. To be incharge of over all coordination of the entire programme of cooperative training and education including membership education which is at present being carried out through the National cooperative union and state cooperative unions; and in particular, to prescribe the syllabus, methods of examination, conduct of examinations and to ensure that the standards of training and education are maintained.

(iv) The work at the Centre should be entrusted to National Cooperative Union of India which will appoint a special committee for the purpose with the approval of the Government of India. This committee should have full autonomy as far as its functioning is concerned. The National Cooperative Union should appoint separate staff full autonomy accounts etc., of this activity should be National Cooperative Union for this work. The

maintained separate from the accounts of other activities of the National Cooperative Union. The necessary funds required by the special committee of the national cooperative union should be provided by the Government of India on an agreed basis.

The position in regard to the above arrangements should be reviewed from time to time.

The Committee started functioning with effect from the 1st July, 1962, with its secretariat at New Delhi.

The Committee constituted the following three sub-committees. Their functions are also given below.

1. Administration and Finance Sub-Committee.

- i. Laying down conditions of recruitment of the teaching staff at the training centres.
- ii. Organisation of courses including special and ad-hoc courses.
- iii. Approval of the budgets of the training centres.
- iv. Approval of the panel of the practical training guides and their emoluments.
- v. Matters regarding constitution and functioning of the local committees at the training centres directly run by the Committee.
- vi. Coordination of the activities of the cooperative training centres transferred to the State Cooperative Unions.

2. Training and Research Programme Sub-Committee.

- i. Formulation and coordination of research programmes in the Central Institute of Study and Research and other cooperative training centres and cooperative institutions.
- ii. Matters relating to duration, syllabi of various courses, examinations, practical training programmes etc.
- iii. Production of literature and publicity programme.

3. Appointment Sub-Committee.

- i. To take decisions regarding actual recruitment of staff and giving extension to the teaching staff at the training centres.

During year the full Committee as well as the Administration and Finance Sub-Committee met three times each, while the training and Research Programme Sub-Committee met once. Apart from the meetings, matters of urgent nature were decided by circulation of agenda items.

Section II : National Cooperative College and Research Institute and other matters relating to research.

As per the decision of the State Ministers' Conference, the Cooperative Training College, Poona, was to be developed as an institute for advanced studies and research in cooperation. Matters regarding the development of this Institute were considered in detail by the Committee and it has been decided to entrust the following functions to this Institute :—

- i. To organise orientation courses for senior departmental as well as institutional personnel.
- ii. To organise Special inter-state and All India Courses.
- iii. To organise Refresher courses for teaching personnel of cooperative training centres.
- iv. To organise high level Orientation courses or seminars for key officials and non-officials for the policies and programmes relating to cooperation.
- v. To arrange for the study of academic and educational problems of the cooperative training centres.
- vi. To develop a clearing house of information on cooperation.
- vii. To formulate, conduct and direct programmes of field studies and research on cooperation, including publication of research papers brought out

by other institutions and of research journals on cooperation.

- viii. To organise special studies for key personnel for promoting discussion and better understanding of the problems and exchange of experience.

As a first step in this direction the Cooperative Training College, Poona, which was conducting two courses namely the Senior Officers' Course and the Intermediate Officers' Course was bifurcated and named as the National Cooperative College and Research Institute. The National Cooperative College and Research Institute now runs only the Senior Officers' course and will also look after matters regarding the research and studies in cooperation. The intermediate officers course is run separately at Poona itself by the Maharashtra State Cooperative Union under the scheme of this Committee. The Committee with the help of the Government of India and the Government of Maharashtra is trying to secure a plot of land at Poona for constructing the necessary buildings.

An Advisory Committee consisting of the following persons has been set up to look after the affairs of the Institute :—

i. Shri V.L. Mehta	Chairman
ii. Prof. D.R. Gadgil	Member
iii. Prof. M.R. Palande	Member
iv. Shri B.V. Vora	Member
v. Principal, N.C.C. & R.I.	Convenor

The progress of the Senior Officers' course session-wise is given at annexure II.

A detailed scheme for developing this Institution so that it can conduct research and study in cooperation has been drawn up for gradual implementation. Pending this, the Committee for Cooperative Training itself has decided to undertake some research projects with the help of the staff at the head-quarters. One research project entitled 'Linking of Credit with Marketing' has already been taken in hand and work is in progress.

Section III : Cooperative Training Centres for the Intermediate personnel.

The State Ministers' Conference recommended that the cooperative training centres for training of intermediate personnel should ultimately be handed over to the state cooperative unions who will be entirely responsible for the running of these centres. As a first step the Conference recommended that the centres may be handed over wherever the State Cooperative Unions are strong enough to take over the work. The Unions would run the centres through special committees appointed by them and approved by the State Governments concerned. Till the training centres are handed over to the State Unions, they will be run directly by this Committee. In pursuance of this recommendation, the Committee has handed over the administration of the cooperative training centres located at Poona, Madras, Bhavnagar and Gopalpur-on-Sea to the respective State Cooperative Unions. The other training centres are run by this Committee. A list of the training centres is at annexure III. Even in respect of the training centres which are directly administered by this Committee most of the day-to-day affairs of the centres are looked after by local committees. The constitution of these local committees has also been revised with a view to increase the representation of non-officials. Official chairmen have also been replaced by non-official chairmen and larger powers of administrative nature have been delegated to these committees.

The two major problems which the Committee had to tackle to start with, were:— (i) a complete review of the existing syllabi and other matters in all the cooperative training centres, and (ii) improvement in the quality of the teaching staff at the training centres. Action taken in respect of these two problems are outlined below :—

1. Review of the syllabus and other matters at the training centres.

In order to review the syllabi of the courses run at the intermediate training centres, the Training and Research Programme Sub-Committee appointed a Working Group in August, 1962, with the following terms of reference.

- i. Organisation of various types of courses in the cooperative training centres.
- ii. Syllabi of these courses.
- iii. Duration of the courses.
- iv. Contents of theoretical and practical training.
- v. Approach and details of the practical training arrangements.
- vi. Techniques of teaching.
- vii. Qualifications of the candidates for admission.
- viii. Requirements of staff and their pay scales.

The Working Group visited a number of training centres and also held discussions with a number of State Governments and State Cooperative Unions and other non-officials. The Working Group finalised its report on 1st April, 1963. Their main recommendations are at annexure IV.

The recommendations of the Working Group were considered in detail by the Committee and forwarded to the Government of India. After approval by the Government of India, orders for implementing the revised scheme has been issued. The main features of the revised scheme are :—

1. The regular course will henceforth be termed as General Basic Course. This course will cater to the needs of the personnel of the cooperative departments as well as the institutions. Duration of this course will be 36 weeks consisting of 24 weeks of theoretical training at the centre and 12 weeks of practical training in the field, instead of the existing duration of 11 months including one month mid-term vacation.

There will be no mid-term vacation in this revised course.

2. The following subjects will be taught in the General Basic Course.

- i. (a) Principles and History of Cooperation and the new Cooperative Policy.

- (b) Different kinds of cooperative societies and their working.
- ii. Cooperative Law and other laws.
 - iii. Cooperative Practice, Management and Administration.
 - iv. Cooperative Banking.
 - v. Cooperative Accounts and Auditing.
 - vi. Community Development, Panchayati Raj and Sahakari Samaj including extension methods.

No optional subjects will be taught in the General Basic Course.

3. The Working Group emphasized that the practical training programmes should be more and more problem oriented and realistic so that the trainees on return to their respective jobs are able to handle their work a day problems more effectively. With this end in view, the system of practical training entitled as 'Study tours' has been revised and in its place system of field placement in the state from where the trainees come has been introduced. The trainees will be divided into batches of 5 to 7 each. Each batch will be attached to a district to be selected carefully in consultation with the Registrars of the states concerned. The Assistant Registrar of the District will, in turn, attach each trainee to the various functionaries of the cooperative departments as well as cooperative institutions according to the job requirements of the trainees. This method of attachment will have distinct advantage in so far as the trainees will be able to go deep into the affairs the societies and study their problems at first hand.

In order to widen the Comprehension of the trainees an observation tour has also been included as part of practical training. This tour will consist of six weeks out of which two weeks may be utilised in the home state and the remaining four weeks may be spent in a cooperatively advanced state where in the working of different types of societies may be studied.

4. The system of appointing tutor-guides for practical training batches has been discontinued as it was found

that in practice it is not of much use as we could not get the proper types of guides.

The revised scheme is being implemented in the following five centres with effect from 1st August, 1963.

- i. Cooperative Training Centre, Poona
- ii. Cooperative Training Centre, Madras
- iii. Cooperative Training Centre, Patiala
- iv. Cooperative Training Centre, Faizabad
- v. Cooperative Training Centre, Ranchi

Teaching Staff at the Training Centres.

The teaching staff at the training centres are taken from the following three sources.

- i. On deputation from Cooperative Departments and Institutions.
- ii. Direct recruitment from open market, and
- iii. Retired and re-employed personnel.

The Committee decided that the employment of retired persons to the teaching staff in the training centres should be resorted to only in exceptional circumstances. The committee also laid down the qualifications for the recruitment of Principals and Lecturers and also the methods of recruitment of these persons at the cooperative training centres. On the basis of these decisions, an advertisement was issued in the newspapers inviting applications from suitable candidates. The State Cooperative Departments were also requested to recommend suitable candidates. Out of the applications and recommendations thus received, recruitment has been made and most of the retired and re-employed persons have been replaced. Besides this the Committee has also been separately pursuing the State Governments and institutions to lend the services of suitable and qualified officers. It has been decided to prepare a panel of persons to be appointed to these posts as and when vacancies arise.

A comparative statement indicating the source of recruitment of teaching staff is at annexure VI.

With a view to attract better and more qualified persons to the teaching staff of the Committee, the Working Group on Syllabi recommended that the scales of the teaching staff at the cooperative training centres should be revised. The Government of India have also accepted this suggestion and the following scales have been approved :—

Principal Rs. 700-40-1100-50/2-1250

Lecturer Rs. 350-25-500-30-590-EB-30-800-

EB-30-830-35-900

Some of the other activities of the Committee in this field are highlighted below :—

The question regarding the organisation of consumers stores in the cooperative training centres is being constantly pursued by the Committee. At present all the training centres have consumers stores functioning to provide physical amenities necessary for the trainees and the staff and also to act as laboratories for practical work. The training centres have also adopted a few societies in the neighbouring villages for study and intensive work with a view to acquainting the trainees with actual field problems.

A review was made to ascertain the extent to which the libraries of the training centres have been equipped with reading material on Community Development and Panchayati Raj. A list of important books on Community Development and Panchayati Raj has been recommended to the training centres for inclusion in the library. A new Centre at Bangalore to serve the needs of the States of Mysore and Kerala was opened with effect from the 15th November, 1962. This was done after closing down the Cooperative Training Centre, Tirupati, which was conducting a short-term course for block level extension officers.

The training capacities of the various centres were revised in the light of the under-utilisation and also in the light of the future requirements. Position regarding the continuance of the two Cooperative Training Centres in Uttar Pradesh namely at Faizabad and Meerut was considered by the Committee. In view of the under-utilisation of these centres, it was decided to merge these two centres. Efforts to find suitable location for this centre at Rampur or any other place are being made.

The Committee also reviewed the utilisation of the special short-term course for block level personnel conducted at the erstwhile Block Level Cooperative Training Centre, Tirupati. As the demand for this course was not adequate, the Committee decided to discontinue this centre. In its place a new centre was opened at Bangalore with effect from 15th November, 1962 to serve the needs of the personnel from Kerala and Mysore States. The new Centre conducts the regular course for intermediate personnel.

A consolidated statement indicating the progress achieved so far in the training of intermediate personnel is at annexure III.

Section IV : Special Short-term Courses.

1. Special Short-term Course in Cooperative Marketing :

The special short-term course in Cooperative Marketing was being organised at the Cooperative Training Centres at Poona, Madras, Indore, Ranchi and Meerut. The course at Indore and Ranchi was of six months' duration and was meant for persons who had no previous background in cooperation. The course at the Cooperative Training Centres, Madras, Poona and Meerut was for the duration of four months and persons who had some previous experience in cooperation were admitted in it. The Committee for Cooperative Training undertook a comprehensive review of the utilisation and demand for the special course in Cooperative Marketing. These courses except in the case of a few centres were under-utilised. The Committee examined the reasons for under-utilisation. As a step to attract sufficient trainees, the qualifications for admission were relaxed in consultation with the Government of India. The State Governments have also been requested to utilise this course more fully. As the demand was not adequate, the course at Ranchi was discontinued. The courses are now run only at the Cooperative Training Centres, Poona, Madras, Indore and Meerut.

The Working Group on Syllabi considered in detail the various aspects relating to these courses. They suggested that there should be only one type of course instead of two types of courses as at present. The single course should provide training to persons with or without experience alike. They suggested the following break-up for the special course.

1. A course of instruction in principles and practices of Cooperation, Cooperative Law, Cooperative Accounts, etc. which may be called as 'condensed basic course'. 4 weeks
2. Instructions in the subject of agricultural and cooperative marketing. 8 weeks
3. Practical training in Cooperative Marketing. 6 weeks

The Working Group on Syllabi also prepared detailed syllabi for this course. They suggested that this type of course may be conducted in about 5 or 6 cooperative training centres in different regions of the country according to the requirements and could be advantageously made commodity oriented. The following zones were suggested for this purpose.

Zone No. 1 : Punjab, U.P., Rajasthan and M.P.

It is mainly a wheat growing zone. It has a uniform system of commission agency and secondary markets. The trading practices and the main crops being similar in this zone, it should have a centre conducting special course in cooperative marketing, preferably in western U.P.

Zone No. 2 : Bihar, Assam, West Bengal and northern part of Orissa.

It is mainly a jute and paddy growing area. There are no kachha arhitiyas in this zone and there are very few secondary markets. The centre located either at Kalyani or Gopalpur-on-Sea can cater to the training needs of the marketing personnel of cooperative departments and institutions in this zone.

Zone No. 3 : Madras, Andhra Pradesh, and parts of Orissa and Mysore.

It is a paddy growing area. The Madras Centre can cater to the requirements of this zone.

Zone No. 4 : Mysore, Kerala and parts of Madras and Maharashtra.

It is mainly growing plantation crops, like coffee, coconut, cashew-nuts, fruits etc. The Centre at Bangalore may cater to the requirements of this zone.

Zone No. 5 : Gujrat and parts of Maharashtra and Andhra Pradesh.

It is mainly growing cotton and oil seeds. Marketing practices and processing are more or less common in this zone and the Centre should, if possible, be located either at Baroda or Broach or Surat which can cater to the needs of this zone.

The Committee is initiating action to implement the above recommendation.

2. Course in Cooperative Land Mortgage Banking.

The utilisation of this course has been uniformly satisfactory. There is a general satisfaction about the contents of the present course. This course was being organised only at the Cooperative Training Centre, Madras. However, in order to meet the increasing requirements of this course, another course of similar nature was started on regular basis at the Cooperative Training Centre, Bhavnagar, with effect from the 15th February, 1963.

3. Course in Industrial Cooperation :

At present the special course in Industrial Cooperation is conducted at different training centres from time to time depending upon the convenience of training centre from the point of view of availability of accommodation etc. This course is being organised by the Committee on behalf of the Ministry of Commerce and Industry who finance this course fully. The Working Group on Syllabi which also considered this question recommended that this course should be permanently located at one of the existing training centres which should be selected on the basis of nearness of different types of industrial cooperatives and well developed and well organised medium and small scale industries.

The duration of this course will also be 4½ months.

The Committee is making efforts to secure a permanent location for this course. Efforts are being made to get suitable accommodation at Poona or Nagpur .

The Committee has also prepared a detailed scheme in consultation with the Ministry of Commerce and Indus-

try for organisation of course in industrial cooperation for junior category of personnel in this field. This course is proposed to be organised at convenient intervals in some of the intermediate cooperative training centres. The funds for this course will be provided by the Ministry of Commerce and Industry.

4. Course in Cooperative Banking.

At present there is no special short-term course in Cooperative Banking. The Working Group on Syllabi recommended a special course in cooperative banking may be organised for personnel of intermediate category from cooperative banks. This recommendation was based on the reasoning that personnel from cooperative banks as well as their employers felt that the detailed general course giving orientation in cooperative theory and practice, cooperative law etc., was not so useful for the institutional candidates working in cooperative banks in their actual work. The Working Group suggested that the duration of this course should be 4½ months as follows :

- i. One month's condensed basic course as recommended for other special courses.
- ii. Two month's theoretical training in cooperative banking.
- iii. Monte's practical training in commercial and cooperative banking.

The Committee has addressed all the State Governments and institutions to indicate their requirements of training in this field. Attempts are being made to start the first course of this type shortly.

The progress of training in respect of the special courses in Cooperative Marketing, Cooperative Land Mortgage Banking and industrial cooperation has been detailed in annexure III.

Section V : Ad-hoc Special Courses :

In addition to the courses of regular nature outlines in the preceding pages, the Committee also organises ad-hoc courses of the special type in order to meet the growing demands of the cooperative departments and institu-

tions for giving training in various fields of cooperative activity. In the nature of things the contents of these courses, their duration, etc. will depend on the specific requirements from time to time and no rigid pattern can be adopted for this purpose.

During the year under review the committee organised the following ad-hoc special courses.

1. Special Orientation Courses in Consumers Cooperation .

As a part of centrally sponsored scheme which envisages a large network of wholesale stores all over the country, orientation course for Joint Registrars of Cooperative Societies and Executive Officers of Cooperative Societies appointed in different States was organised by the Committee. So far three such courses have been organised at Bombay, Madras and Delhi. A fourth course is likely to be organised in Calcutta some time in November, 1963. The course seeks to orientate the Joint Registrars and the Executive Officers in policies and programmes relating to consumers cooperation and equip them suitably to handle the operational and business aspects of their functions. Participants from various States participated in the three courses organised so far.

2. For training the personnel who will man the primary stores (belonging to junior category) the Committee has worked out a detailed scheme of training which will be implemented by the state cooperative unions and the State Governments. The Committee is giving 100% financial assistance for organising such courses.

3. A special ad-hoc course in cooperative land mortgage banking for a period of 2½ months was organised at the Cooperative Training Centre, Patiala, for meeting the urgent requirements of the Jammu & Kashmir Government which had initiated steps to start a cooperative land mortgage bank in that State. The course was organised w.e.f the 7th November, 1962 and 16 trainees participated. These trainees underwent practical training in Gujarat, Maharashtra and Punjab States.

4. A special course of four months for promoted Inspectors of the Government of Punjab was organised

at the Cooperative Training Centre, Patiala, with effect from the 7th January, 1963. Twenty-five candidates under went training in this course.

5. A special ad-hoc course for a period of five months was organised for the Junior Auditors of the Government of Punjab at the Cooperative Training Centre, Patiala, w.e.f. the 18th January, 1963. Fourteen candidates under went training in this course.

6. A special short-term training course for three months was organised at the National Cooperative College and Research Institute, Poona, for the lecturers of the Vidyalayas of the Khadi and Village Industries Commission. Duration of this course was 15 days and it started on the 7th January, 1963.

7. The second meeting of the Committee for Cooperative Training recommended the organisation of ad-hoc courses in labour construction cooperatives. The Committee addressed all the State Governments to indicate their requirements in order to plan the programme for conducting this ad-hoc course. On the basis of the information received, an ad-hoc course of four weeks duration was started at the Cooperative Training Centre, Patiala, with effect from the 7th June, 1963. The course consists of 20 days of theoretical training and 10 days of practical training. Twenty-two candidates underwent training in this course. It is proposed to organise the second such course at the Cooperative Training Centre, Patiala, in January-February, 1964.

Section VI. Courses of junior category of personnel :

Under the scheme of the Committee for Cooperative Training, there were 64 schools as on 30-6-1963 for training the personnel belonging to the junior level. These institutions are run either by the State Government or by the State Cooperative Unions. The role of the Committee in respect of these training centres is purely of an advisory nature. Guidance in regard to the syllabus, text-books and other teaching material is given by the Committee.

In pursuance of the recommendation of the State Ministers' Conference held in New Delhi in September,

1963, the Committee has been requesting all the State Governments to transfer the administration of the junior cooperative training centres to the respective state cooperative unions. At present the junior cooperative training centres located in the States of Madras, Gujarat, Maharashtra, Assam and Orissa and the union territories of Delhi and Himachal Pradesh have been transferred to the state cooperative unions. All the junior schools in the State of Andhra Pradesh with exception of one located at Hyderabad have also been transferred to the State Cooperative Union. The Committee is pursuing the matter with the State Governments in respect of the other schools.

The Committee for Cooperative Training in its first meeting recommended that the syllabus of the course for the junior cooperative training centres and the other aspects should be reviewed comprehensively. In accordance with this recommendation, a review was undertaken. The principals of all the junior training centres were asked to give suggestions. On the basis of these replies and also visits and discussions of the officers of the Committee, a working paper indicating comprehensive proposals in this regard have been worked out and have been circulated to the State Governments and state cooperative unions for comments.

The Committee has also undertaken the organisation of a series of refresher courses of three weeks duration for the lectures of the junior cooperative training centres. The first such course was organised at the Cooperative Training Centre, Kalyani for the lecturers working in the training centres located in U.P., Bihar, Assam and West Bengal. It is proposed to organise at suitable intervals series of such courses.

A list of junior cooperative training centres at present working under the scheme of the Committee for Cooperative Training is at annexure VII.

Section VII. Budget and Accounts :

The Government of India in the Ministry of Community Development and Cooperation is giving 100 % grant-in-aid to the Committee for meeting the expenses for running the headquarters of the Committee, the

National Cooperative College and Research Institute, Poona, and 13 intermediate training centres and also for the organisation of special courses in cooperative marketing, land mortgage banking and other ad-hoc courses. The Government of India in the Ministry of Commerce and Industry have been giving 100% grant-in-aid to the Committee for organising the special course in industrial cooperation for the intermediate as well as the junior category of personnel. A statement indicating the actual expenditure in 1961-62, the budget estimates for 1962-63 and actual expenditure in 1962-63 for the various training schemes is enclosed at annexure VIII.

The Committee conducts internal audit of the accounts of the cooperative training centres. Prior to I-7-1962 the accounts of the eight erstwhile Block Level Training Centres were audited by the respective Accountants-General and the accounts of the five regional centres (financed by the Reserve Bank of India) were audited by the Reserve Bank of India itself. As the Committee is in charge of all the training centres, a uniform pattern for conducting audit has been evolved. Hereafter, in addition to the internal audit conducted by the Committee, the respective Registrars of Cooperative Societies will conduct the audit of the cooperative training centres.

Section VIII. Facilities for training candidates from other countries :

At the instance of the Government of India, the Committee arranges training facilities for scholars from other countries sponsored under the various schemes like the Colombo Plan, ILO Programme, U. S. A. I. D. Third Country Programme etc. The training facilities offered by the Committee are being increasingly utilized by the countries in South-East Asia region in particular. A statement indicating the training facilities given during the year ending 30-6-1962 is at annexure IX.

Section IX. Publication :

In 1958 the Government of India sanctioned a sum of Rs. 50,000/- for creation of a book-fund undertaking publications of text-books in cooperation. With the transfer of the work of cooperative training to the National Cooperative Union, this fund has also been transferred to the Committee for Cooperative Training.

The first book under this scheme entitled 'Cooperative Law' is under print and will be published shortly. The Committee also proposes to publish a bibliography on Cooperation under this scheme. The preparation of this publication has been finalised and will be sent to press shortly. The Committee is also working out detailed proposals for the effective utilisation of this fund.

Section X. Conferences :

A conference of the principals and lecturers of the National Cooperative College and Research Institute and the 13 intermediate training centres was also held at New Delhi from the 14th to 16th March, 1963. The Conference was inaugurated by Shri S. K. Dey, Minister for Community Development and Cooperation and was presided over by Shri V. T. Krishnamachari. The Conference discussed the following agenda items.

1. Consideration of main recommendations of the Working Group of Syllabi.
2. Review of physical amenities and extra-curricular activities at the cooperative training centres.
3. Methods of bringing about coordination between the National Cooperative College and Research Institute, Cooperative Training Centres, junior schools and peripatetic units and taking interest in research and case studies.
4. Methods of appointment of tutor-guides.
5. Organisation of consumer cooperative stores at the cooperative training centres in adoption of neighbouring villages for the practical work.
6. Administrative and other problems at the cooperative training centres including accounts.

Section XI. General :

The Committee considered the question of bringing about coordination between the various agencies working in the field of cooperative training. On the basis of the recommendations of the Conference of principals and lecturers at the cooperative training centres, a scheme has

been evolved and is being implemented in this regard. The main features are given below :

- i. The National Cooperative College and Research Institute may organise refresher/reorientation courses for the teaching staff of the cooperative training centres and also utilise such centres in conducting certain field and case studies.
- ii. Similarly, the cooperative training centres could organise refresher/reorientation courses for the teaching staff of the junior level training centres from the state or states, which the cooperative training centres serves. They could also be given field or case studies of simpler types to be taken up by the teaching staff.
- iii. Apart from these courses, the cooperative training centres may give academic guidance of the junior training centres by supplying them literature, including magazines, case-studies, lecture-notes, etc. produced by them.
- iv. The principals and lecturers of the training centres may also pay visits to the junior centres and provide guidance to them in regard to teaching methods and other academic matters.
- v. The cooperative training centres may also provide facilities for a short course of a months duration as and when organised by the state cooperative unions for the honorary and part-time secretaries of primary societies.
- vi. The junior level training centres can provide similar academic guidance to the instructors of the peripatetic units working within their jurisdiction by organising refresher/reorientation courses from time to time.
- vii. The principals of junior centres may invite the instructors for periodical seminars or discus-

sions at the junior centres. They could also occasionally visit the educational camps organised by the instructors with a view to studying their effectiveness and provide guidance in respect of teaching methods. They may also utilise such visits in brushing up their own knowledge about the working of the cooperative societies in the field.

- viii. The magazine and other literature available at the junior centres including the libraries should be made readily available to the instructors, who should be encouraged to read them.

In short, the various cooperative training institutions may conduct themselves in such a way that each unit feels itself a part of the integrated programme of cooperative training and education and derive strength and inspiration from each other.

The principals of the cooperative training centres including the junior schools participated in a three-day post inauguration training programme in Village Volunteer Force which was chalked out after the declaration of National Emergency. This course was organised at the various Orientation and Study Centres. The subject of Village Volunteer Force and Defence Labour Bank is also being covered in the curriculum in the various courses organised by the cooperative training centres. The training centres have been advised to take a few villages in their vicinity with a view to take up responsibility for implementing the scheme of Village Volunteer Force and Defence Labour Bank therein.

Section XII. Miscellaneous :

Besides the work of the nature outlined above, the officers of the Committee are also engaged in connection with the work of other sister cooperative organizations. To mention only a few, the officers of the Committee were associated with the following work :—

1. Two officers of the Committee (Shri R.D. Bedi and Shri M.D. Joshi) participated in the seminar on Study Circle Methods organized by the International Cooperative Alliance at New Delhi.

2. Shri R.D. Bedi attended the Workshop on Students Cooperative at Simla organized by the International Cooperative Alliance in May, 1963.

3. Shri G.P. Bhawe was deputed on behalf of the National Cooperative Union of India to attend the Regional Seminar on Consumers Cooperation at Bangkok, organized by the International Cooperative Alliance in January, 1963.

4. Shri G.P. Bhawe acts as a convenor of the Advisory Committee on Consumers Cooperation constituted by the National Cooperative Union. of India.

Officers of the Committee also go regularly to the Cooperative Instructors Training Centre, at Chandernagar for delivering lectures.

ANNEXURE I.

**GOVERNMENT OF INDIA
MINISTRY OF COMMUNITY DEVELOPMENT,
PANCHAYATI RAJ & COOPERATION,
(DEPTT. OF COOPERATION)**

New Delhi, the 19th June, 1962.
29th Jaistha, 1884.

NOTIFICATION

No. 2-109/61-CT. In 1953, Government of India jointly with the Reserve Bank of India constituted a Central Committee for Cooperative Training for formulating plans and for organising and directing arrangements in regard to the training of personnel employed or to be employed in the cooperative departments and institutions in the country. In pursuance of the decision taken by the Government on the recommendations of the Study Team on Cooperative Training set up by this Ministry, the work relating to cooperative training is being entrusted to the National Cooperative Union of India to be done through a special committee. Accordingly, the Central Committee for Cooperative Training constituted under the Ministry of Food and Agriculture No. F.36-9/53-PC.III, dated the 24th November, 1953, and subsequently reconstituted under the Ministry of Community Development and Cooperation No. 1-73/57-Coop. III, dated the 2nd May, 1959, will cease to exist with effect from 1st July, 1962.

The Government of India have approved the constitution of a Committee for Cooperative Training set up by the National Cooperative Union of India as under. The Committee will function till 30th June, 1963.

1.	Ch. Brahm Perakash, M.P.	Chairman
2.	Shri V.L. Mehta	Member
3.	A representative of State Cooperative Union (West Bengal)	”
4.	A reprcsentative of State Cooperative Union (Madras)	”
5.	A representative of State Cooperative Union (Gujarat)	”
6.	Shri Digambar Singh, M.P.	”
7.	Shri Mahesh Saran. M.P.	”
8.	Shri P.C. Rajgopala Naidu, Vellore.	”
9.	Prof. M.V. Mathur, Rajasthan University, Jaipur.	”
10.	Prof. M.R. Palande, Bombay	”
11.	Dr. A.M. Khusro, Institute of Economic Growth, University Enclave, Delhi.	”
12.	General Secretary of the National Cooperative Union of India.	”
13.	Representatives of the National & Cooperative Union of India to be	”
14.	nominated by the President of the Union.	”
15.	Registrar of Cooperative Societies, Punjab.	”
16.	Registrar of Cooperative Societies, Orissa.	”
17.	A representative of the Reserve Bank of India.	”
18.	A resrepresentative of the Ministry of Committee Development, Panchayati Raj and Cooperation.	”
19.	A representative of the Ministry of Commerce and Industry.	”

20. A representative of the Ministry of Finance. Member
21. Director (Cooperative Training), Ministry of Community Development and Cooperation. Member-Secretary

(G.D. GOSWAMI)

Joint Secretary to the Govt. of India.

Progress of training of various courses conducted by the Committee for Cooperative Training as on 30th June, 1963.

26

S. No.	Name of the Centre	No. of Sessions completed	Number of persons so far trained/under training in the current course							
			Dept.	inst.	Others	Total	Dept.	inst.	Others	Total
1	2	3	4	5	6	7	8	9	10	11
SENIOR OFFICERS' COURSE										
	Poona	20	460	212	—	672	18	26	—	44
INTERMEDIATE OFFICERS' COURSE										
1.	Poona	11	377	205	91	673	—	—	—	—
2.	Indore	7	235	45	1	282	43	6	—	49
3.	Meerut	7	112	115	4	231	—	—	—	—
4.	Madras	9	195	167	—	362	—	—	—	—

1	2	3	4	5	6	7	8	9	10	11
5.	Ranchi	9	290	24	—	314	—	—	—	—
6.	Kota	7	629	—	—	629	72	5	—	77
7.	Bhavnagar	7	471	5	—	476	36	9	—	45
8.	Kalyani	7	328	—	—	328				
9.	Gopalpur-on-Sea	7	732	—	—	732	28	—	—	28
10.	Hyderabad	7	272	8	84	364	49	12	—	61
11.	Patiala	7	245	22	—	267	—	—	—	—
12.	Faizabad	7	635	12	—	647	—	—	—	—
13.	Tirupati	20	872	—	—	872	—	—	—	—
14.	Bangalore	—	—	—	—	—	47	7	—	54

COOPERATIVE MARKETING COURSE

1.	Indore	10	102	108	—	210	—	—	—	—
2.	Meerut	18	386	37	—	423	—	—	—	—

1	2	3	4	5	6	7	8	9	10	11
3.	Madras	14	312	15	—	327	14	8	—	22
4.	Poona	18	405	66	—	471	17	7	—	24
5.	Ranchi	10	246	42	—	288	—	—	—	—

LAND MORTGAGE BANKING COURSE

1.	Madras	14	420	112	—	532	27	8	—	35
2.	Bhavnagar	1	12	17	—	29	—	—	—	—

INDUSTRIAL COOPERATION

VII Session (Current)
at Coöperative Training Centre,
Meerut

6	199	45	—	244	23	27	—	50
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ANNEXURE III

LIST OF CO-OPERATIVE TRAINING CENTRES

Principal,
Cooperative Training Centre,
Ghaswala's "Glandal" Bungalow,
Ganeshkhind Road, Shivaji Nagar,
Poona-5.

Principal,
Cooperative Training Centre,
No. 12, College Road,
Nungambakkam Road, Madras-6.

Principal,
Cooperative Training Centre,
Ranchi Central Cooperative Building,
P.B. No. 56, Ranchi (Bihar State).

Principal,
Cooperative Training Centre,
Fort, P.B. No. 73, Indore (M.P.).

Principal,
Cooperative Training Centre,
Sabun Godown, Baghpat Road,
Meerut City (U.P.).

Principal,
Cooperative Training Centre,
Rajendra Nagar, Himayatsagar Post Office,
Hyderapad (Dn), P.O. Hyderabad (A.P.) Hyderabad-30.

Principal,
Cooperative Training Centre,
51, Bhupindra Nagar Road,
New Patiala, Punjab State.

Principal,
Cooperative Training Centre,
No. 36, "Shri Rama Krupa",
Block No. 1. 100 Feet Road Jayanagar,
Banglore-11.

Principal,
Cooperative Training Centre,
Panwadi Building,
Bhavnagar, Gujarat State.

Principal,
Cooperative Training Centre,
Cooperative Institute Building,
Kalyani, Distt. Nadia,
West Bengal.

Principal,
Cooperative Training Centre,
Aerodrome Building,
Faizabad (U.P.).

Principal,
Cooperative Training Centre,
Brij Bilas Palace,
Kota (Rajasthan State).

Principal,
Cooperative Training Centre,
Gopalpur-on-sea (Orissa).

ANNEXURE IV

MAIN RECOMMENDATIONS OF THE WORKING GROUP ON SYLLABI

CHAPTER III.

1. During the past few years, cooperative movement has grown in strength and has extended its activities to various economic fields. Due to this expansion, it has become necessary not only to continue the general type of cooperative training but also to arrange for specialised courses. Rapid expansion has also brought in an element of urgency and necessitates more practical bias in the training programmes. To meet the above requirements, it is recommended that the following courses be conducted at the cooperative training centres :

1. General basic course of 8 months duration.
2. Special courses in marketing, land mortgage banking, industrial cooperation and cooperative banking.
3. Ad-hoc courses to meet the special requirements as and when they arise.
4. Refresher courses for reorientation of the already trained personnel (3.1, 3.2, 3.3).

General Basic course :

2. The existing regular course may be continued with the modifications suggested later. This course may henceforth be termed as 'General basic course'. (3.4).

Qualifications for admissions :

3. The existing qualifications prescribed for admission to the general course may continue. Candidates without previous experience should, before admission, preferably be attached to some cooperative societies for three months so that they gain some working knowledge and are better able to assimilate instructions during the course (3.4, ii and iii).

Private candidates :

4. No candidates other than those sponsored by cooperative and other departments, cooperative institu-

tions and foreign trainees need be admitted at the cooperative training centres. However, a small number of honorary cooperative workers sponsored by recognised voluntary organisations, such as the Bharat Sevak Samaj, Ramakrishna Mission etc. may be admitted. Such trainees may be given the facilities like free tuition and free hostel accommodation, but need not be given any stipends or travelling expenses (3.5).

Duration of the course :

5. The present duration of 11 months may be reduced to 36 weeks as follows :

1. 10 weeks theoretical training.
2. 6 weeks observation tour.
3. 8 weeks theoretical training.
4. 6 weeks field placement.
5. 6 weeks theoretical training. (3.6 and 3.11)

Mid-term vacation :

6. The practice mid-term vacation of one month in the middle of the course may be done away with. The Principals may, however, allow leave to the trainees upto seven days. Stipend may be paid during this leave period but no T.A. may be given (3.7).

Theoretical training :

7. The following subjects are suggested for the general basic course : (3.8).

Name of the subject	Periods	Marks
1. Principles and History of Cooperation.	40	75
2. Cooperative Law & other Laws	75	100
3. Cooperative Practice, Management and Administration.	75	100
4. Cooperative Banking.	30	50
5. Cooperative Accounts & Audit.	100	125
6. Community Development, Extension Methods & Panchayati Raj	30	50
Total	350	500

Practical training.

8. Out of $1\frac{1}{2}$ months of observation tour, 15 days may be spent in the home state and one month in the nearest cooperatively advanced state. The second part of practical training may consist of $1\frac{1}{2}$ months field attachment in the home state of the trainee. Trainees may be attached to the various functionaries in the cooperative departments/institutions according to the job requirements of the trainee concerned. During this period, the trainees should be able to associate themselves with all possible practical aspects of work of cooperative societies of various types, and be able to go deep into their affairs. The institutional candidates should preferably be attached to the institutions of the type to which they belong and study the actual work at various counters/seats and to some extent help in actual work also (3. 12, 3. 13).

Guides :

9. The system of tutor-guides has not been found useful and may be done away with. During the observation tours, the trainees may be accompanied either by the lecturers or by the inservice personnel of the cooperative departments or institutions. During field placement, the lecturers may visit some places where the trainees have been attached for giving them the required guidance. The size of the batches could also be raised to 10 or even more in which case a few trainees could be placed under a competent group leader selected from among the trainees. The lecturer should keep the watch on both the groups (3.16).

Method of assessment :

10. There should be an examination at the end of the course, and assessment should be made by giving the following weightage.

i. Periodical test.	10%
ii. Performance during the practical training.	20%
iii. End-of-the-course-examination	50%
iv. Viva-voce test	10%
v. Extra-curricular activities	10%

The trainees obtaining 70% or more in the aggregate should be categorised as 'excellent', 60 to 69% as 'very good', 50 to 59% as 'good', 40 to 49% as 'fair' and below 40% as 'poor' (3.17).

Special courses :

1. The following special courses are recommended to be organised on a regular basis : (3.20, 3.22).
 - i. Special course in Cooperative Marketing.
 - ii. Special course in Land Mortgage Banking.
 - iii. Special course in Industrial Cooperation.
 - iv. Special course in Cooperative Banking.

Course in Marketing :

2. At present, two kinds of special courses in marketing are organised, one of six months duration for persons with little or no experience in cooperative work, and another of four months duration for experienced persons. It is suggested that there should be only one type of special course in which candidates having the qualifications prescribed for the existing six months course may be admitted. The break-up of the above duration will be as follows :

- | | |
|---|----------|
| i. Condensed Basic Course. | 4 weeks. |
| ii. Instructions in agricultural and cooperative marketing. | 8 weeks. |
| iii. Practical training in Cooperative Marketing. | 6 week. |

Person who have already undergone training in basic training course need not attend the condensed basic course of four weeks. The course should advantageously be made commodity-oriented. For this purpose, the country may be divided into five zones with reference to the main commodities grown and the course may be conducted at suitable training centres located in those zones (3.25 to 3.33).

Practical training :

3. The practical training of 1½ months duration may consist of about 15 days observation visits to

institutions like the market committee, primary, district and state marketing societies, a service society, State Bank of India, processing society and a state warehouse. For the remaining period of about one month, the trainees may be attached to different marketing and processing societies within the state, selected according to the individual requirements of the trainees (3.35, 3.36).

Assessment :

4. The existing system of assessment of trainees' performance is satisfactory and may continue (3.38).

Course in Land Mortgage Banking :

5. The present course seems to be satisfactory. It is, however, recommended to provide for one month's condensed basic course for such trainees as have not undergone any basic training in junior or intermediate level centres. This may be followed by one month's theoretical training, one month's survey training, one week's land acquisition training, three weeks' training in primary land mortgage banks, and two weeks' training in central land mortgage bank (3.40).

Course in Industrial Cooperation :

6. The course should be permanently located at one training centre situated in an area in which industrial cooperatives and small scale industries are well developed. The course may consist of one month's condensed basic course as recommended for other special courses, two months' theoretical training in Industrial Cooperation and 1½ months practical training. Qualifications as suggested for the special course in marketing may be made applicable to this course also. Practical training may consist of observation tour for three weeks and field attachment for the remaining period. Assessment of performance of the trainees may be made in the same way as suggested for the marketing course (3.41 to 3.45).

Course in Cooperative Banking :

7. It is recommended that a special course in Cooperative Banking may be introduced for the personnel of cooperative banks. It may consist of one month's condensed basic course as recommended for other special

courses, two months' theoretical training and 1½ month's practical training in cooperative banking. Ordinarily, Graduates with six months' experience or Matriculates and Intermediates with three years' experience may be admitted to this course. Practical training may be given to the trainees by attaching them to the cooperatives as well as commercial banks. Assessment of trainees performance may be made in the same way as has been recommended for other special courses (3.46 to 3.51).

Ad-hoc courses :

8. Besides regular special courses, ad-hoc special courses in subjects like consumers' cooperation, labour contract societies, audit and accounts and housing, may be organised depending on the actual requirements, from time to time. The contents of these courses and their duration will depend on the special requirements from time to time. These courses may be conducted mostly with the help of experts drawn from the concerned spheres (3.52).

Physical amenities etc.

9. Maximum attention should be paid to the improvement of physical amenities at the training centres. The training centres should be located in one campus which may, if possible, include the staff quarters of the teaching staff as well. There is also a necessity of organising a community life including physical training and other extra-curricular activities at the centres. For this purpose, equipment and other necessary facilities should be afforded to the centres (3.53, 3.54 and 3.56).

10. The present practice of paying honorarium to cooperative apex institutions, which are visited by the trainees during their practical training tours should be discouraged (3.55).

CHAPTER IV. Refresher courses.

1. The functionaries, who have already gone through a general basic or a special course should attend refresher courses, from time to time. These courses may, if possible, be arranged for personnel in different spheres separately (4.1, 4.2).

2. Expeditious steps should be taken to develop the National Cooperative College and Research Institute as an organisation capable of carrying out all the important functions of research and study in cooperation (4.3).

3. In a year, only one general basic course of eight month's duration should be organised at each training centre and the gap of 4 months should be utilised for organising refresher courses, ad-hoc courses, seminars etc. A detailed programme for the utilisation of 4 months gap in each training centre should be planned in advance every year (4.5.).

4. Evening classes for giving general orientation in cooperation for persons in different vocation should be organised in the training centre depending on their convenience (4.6).

5. The teaching staff at the training centre should, as far as possible, be enabled to attend all important conferences and seminars in their region on cooperation and allied problems. They should also keep themselves in touch with the National Cooperative College and Research Institute, junior training centres and peripatetic units with a view to building up an academic linke between different training centres (4.7).

CHAPTER V.

1. The following suggestions are given for the more effective utilisation of teaching aids : —

- i. Useful books on various subjects should be recommended to the trainees, side by side, compilation of reading material for job-oriented courses would also be very useful (5.1).
- ii. Films and film strips may be made use of more often as a teaching aid (5.2).
- iii. Training centres may adopt methods, like group discussions, panel discussions, assignment studies and debates to supplement the lectures-cum-exposition methods being followed now (5.3).
- iv. More use may be made of the libraries at the training centre and each trainee should be required to read a number of books and also review at least two books during the course. Each centre

should have a librarian for the proper maintenance of the library and information room (5.7).

Adopted societies and consumers' stores.

2. we feel that while the trainees are at the training centres, they, apart from receiving theoretical instructions in cooperation, should also practice cooperation at the centre and in the near about area. Each training centre should have a cooperative store, which may be run by the trainees themselves. They may also make use of the store for learning various cooperative practices. It is also recommended that the system of adoption of societies near-about the centre may be enforced with greater vigour and seriousness. A vehicle may be placed at the disposal of each training centre to enable the trainees to pay visits to the adopted societies more often (5.9, 5.10).

CHAPTER VI.

Maximum attempts should be made to get the service of persons with practical experience from cooperative departments/institutions for teaching the various topics in the syllabus. However, the lecturers may be appointed from the open market also if they are academically well-qualified and have all the initial qualities to make good instructors. The principals should be persons with very keen aptitude for academic as well as administrative type of work. If such persons are not easily available from the cooperative department they can be recruited from the teaching staff of the universities and other educational institutions. They may be given some orientation in the practical aspects of cooperative development. It is, however, necessary to maintain a balance between the members of teaching staff drawn from the practical field and from the open market so that both the educational and practical sides of the training programme are taken proper care of. (6.2, 6.3, 6.4).

2. Ordinarily, the teacher trainee ratio should be 1:20. If there are fourty trainees at the training centre, there should be one principal and three lecturers and for every additional class one more lecturer should be provided (6.6).

3. The following scales of pay are recommended for the teaching staff :

1. Principal Rs. 700-1250 (Senior Class I scale in the Government of India)
2. Lecturer Rs. 350-900 (Class II scale in the Government of India)

Allowances may be paid according to the Government of India rule (6.7).

4. Facilities such as provident fund, gratuity etc. should be given to the teaching staff of the training centre (6.8).

ANNEXURE V.

Statement indicating the source of recruitment of teaching staff at the cooperative training centres as on 1-7-1963.

Name of the Centre.	Retired & Re-employed	Direct.	Deputationists.
1. N.C.C. & R.I., Poona.	2	3	—
2. Poona	—	2	2
3. Meerut	2	—	1
4. Indore	2	1	1
5. Ranchi	1	1	2
6. Madras	1	—	6
7. Hyderabad	—	1	3
8. Kota	—	2	2
9. Bhavnagar	1	1	4
10. Faizabad	—	1	3
11. Patiala	1	—	3
12. Bangalore	—	2	2
13. Kalyani	—	1	3
14. Gopalpur-on-Sea	2	1	2
Total	12	16	34 = 62

SUMMARY

Position as on	Deputationists	Retired Re-employed	Direct	Total
1-7-1963	34	12	16	62
1-7-1962	28	24	7	59

ANNEXURE VI.

LIST OF JUNIOR (SUBORDINATE) COOPERATIVE OFFICERS' TRAINING SCHOOLS

Andhra Pradesh.

1. Central Cooperative Institute, Hyderabad (Andhra Pradesh)
2. Ramdas Cooperative Training Institute Rajahmundry. (Andhra Pradesh)
3. The Rayalseem Cooperative Institute, Anantapur (Andhra Pradesh).
4. Cooperative Training College, Gunfoundry. (Hyderabad).
5. Cooperative Training Institute, Vijayawada.

Assam.

6. Cooperative Training Institute, Joysagar, Distt. Sibsagar, Assam.

Bihar.

7. State Cooperative Training Institute, Ranchi.
8. Cooperative Training Institute Pusa., Distt. Darbhanga (Bihar).
9. Cooperative Training Institute, Deoghar (Bihar).

Maharashtra.

10. Poona Sahakari Vidyalaya, 10—B.J. Road, Tata Lodge, Poona.
11. Kolhapur Sahakari Vidyalaya, Old Place, Kolhapur.
12. Nasik Sahakari Vidyalaya, Gangapur Road, Nasik.
13. Aurangabad Sahakari Vidyalaya, Bhadkal Darwaza, Aurangabad.
14. Nagpur Sahakari Vidyalaya, Hislop, College, Old Building Mahal, Nagpur-2.
15. Jalgaon Sahakari Vidyalaya, Jilha Peth, Near Civil Courts, Jalgaon, East Khandesh.

16. Sahakari Vidyalaya,
Amaravati.

Gujarat.

17. Gujarat Cooperative School. Dil-aram, Dutch Road,
Nanpura, Surat.
18. Cooperative Training College. Bhavnagar.
Darbar Gadh, (Gujrat)
19. Gujarat Cooperative Training School.
Scout Headquarters, Patan.
20. Gujarat Cooperative Training School. Sevaklal,
Vakil's Bungalow, opp. Railway Station,
(West), Nadiad, Distt. Kaira.

Himachal Pradesh.

21. Cooperative Training Institute,
Mashobra, Simla.

Kerala.

22. Malabar Cooperative Training Centre,
Calicut.
23. Departmental Cooperative Training Centre,
Trivandurum.
24. Cooperative Training Centre,
Chembukkara Trichur—I.

Madhya Pradesh.

25. Cooperative Training Institute, Nowgong,
Chhatarpur Distt.
26. Madha Bharat Cooperative Training Institute,
Agar.
27. State Cooperative Training Institute,
Hanumantal Ward, Jabalpur.
28. Cooperative Training Institute,
Bilaspur.

Jammu & Kashmir.

29. Cooperative Training Institute,
Srinagar.

Madras.

30. Vellore Cooperative Training Institute,
Vellore, Madras.
31. Madurai Cooperative Departmental Training
Institute, Tirunagar, Madurai—6.
 . Central Cooperative Institute,
 Kilpauk, Madras—10.
33. Ramalingam Cooperative Institute Ltd.,
Jail Road, Coimbatore.
34. Junior Cooperative Training Centre, Tirunelveli,
(Madras).
35. Semiappa Cooperative Training Institute Ltd.,
Tanjore.
36. Cooperative Training Institute,
Madurai.
37. Nachiappa Cooperative Training Institute, Salem,
(Madras).
38. Kancheepuram Cooperative Training Institute,
93, Chetty Street, Kancheepuram. (Madras).

Manipur.

39. Manipur Cooperative Training Institute,
Imphal.

Mysore.

40. Government Cooperative Training Institute,
Dharwar.
41. Government Cooperative Training Institute,
Mercara.
42. Cooperative Training School, Mysore.
43. Cooperative Training Institute,
Bangalore.

Orissa.

44. Cooperative Training Institute,
Cuttack.
45. Government Cooperative Training Institute, No. I,
Gopalpur-on-sea (Orissa).
46. Cooperative Training Institute, No. II,
Gopalpur-on-sea.

Punjab.

47. Cooperative Training Institute, Pepsu State Cooperative Bank Building, Patiala.
48. Cooperative Training Institute, Model Town, Jullundur.
49. Cooperative Training Institute, Delhi Road, Rohtak.

Rajasthan.

50. Cooperative Training School, Jaipur.
51. Cooperative Training School, Jodhpur.
52. Cooperative Training School, Bharatpur (Rajasthan).

Delhi.

53. Cooperative Training School, 8A, Kamla Nagar, Delhi.

Uttar Pradesh.

54. Cooperative Training School, Bilari Distt. Moradabad.
55. Cooperative Training School, Lucknow.
56. Cooperative Training Institute, No. I, Varamasi (U.P.).
57. Cooperative Training Institute, Hastinapur. Meerut Distt.
58. Cooperative Training Auditor's School, Ayodhya Raj Sadan, P.O. Ayodhya, Distt. Faizabad (U.P.).
59. Cooperative Training Institute, Karwar No. I, (Sultanpur) U.P.
60. Cooperative Training Institute, Jalalpur (Aligarh).

West Bengal.

61. Government Cooperative Training Institute, Uttarpara
62. Cooperative Training Institute, Jhargram, Midnapur Distt.
63. Regional Training Institute, P.O. Bursuf, Distt. Burdwan (West Bengal).
64. Regional Cooperative Training Institute, Kalimpong, Darjeeling.

ANNEXURE VII.

Statement showing actual expenditure 1961-62 Budget estimates 1962-63 and actual expenditure 1962-63.

S. No.	Name of the centre.	Actual expenditure during 61-62.	Budget estimates 62-63.	Actual expenditure during 62-63.	Remarks.
1	2	3	4	5	
General Basic Course					
1.	Poona Sr. officer	2,59,889	1,39,900	1,17,227	Budget estimates 1962-63 & Actual expenditure 1962-63 for five erst-while regional centres are for 9 months from 1-7-62 to 31-3-63.
	Intermediate officers]		1,21,300	91,751	
2.	Madras	80,825	95,000	81,026	
3.	Indore	90,677	84,800	56,885	
4.	Meerut	1,05,335	91,800	65,707	
5.	Ranchi	43,587	98,800	68,709	
6.	Bhavnagar	1,14,906	2,18,600	1,84,090	
7.	Patiala	94,665	2,14,200	90,131	
8.	Faizabad	1,29,382	2,23,300	1,25,120	
9.	Gopalpur-on-Sea	1,59,048	2,19,600	1,43,164	
10.	Hyderabad	1,27,111	1,61,000	1,16,746	
11.	Kalyani	90,007	1,57,300	1,29,276	
12.	Kota	1,39,249	2,38,100	1,74,393	
13.	Tirupati/Bangalore	98,334	1,38,500	1,25,019	
Total		15,33,015	22,02,200	15,69,244	

Co-operative Marketing Course

1. Poona	58,227	72,600	42,185
2. Madras	37,650	73,500	18,053
3. Indore	40,091	67,300	22,893
4. Meerut	44,682	74,500	35,907
5. Ranchi	34,638	74,300	19,762
Total	2,15,288	3,62,200	1,38,800

Land Mortgage Banking

1. Madras	48,000	52,600	53,087
2. Bhavnagar	—	11,000	5,525
Total	48,000	63,600	58,612

Ad-hoc Courses

1. Patiala L.M.B	—	16,000	7,541
2. Patiala Jr. Auditors	—	19,950	1,667
3. Bombay Consumers Coop.	—	7,500	5,265
Total	—	43,450	14,473

ANNEXURE VIII.

Statement giving details of the training facilities given to candidates from other countries from 1-7-1962 to 30-6-1963.

S. No.	Scheme under which sponsored.	Name of the candidate's country.	No. of candidates.	Subject of training.	Duration and dates.	Place of training
1	2	3	4	5	6	7
1.	T.C.S. of the Colombo plan	Thailand	1	a. Management of Coop. Societies. b. Audit & Accounting procedures of the Coop. Societies.	1-10-62 to 27-3-63 (6 months)	1. N.C.C.R.I-Poona. 2. Study visit in the States of Maharashtra, Madras, U.P. & Delhi.
2.	-do-	Thailand	1	a. XIX Senior Officers' Course at Poona.	6-4-62 to 10-10-62 (6 months)	Poona.

1	2	3	4	5	6	7
3.	T.C.S. of the Colombo Plan.	Nepal	2	XX Senior Officers Course at Poona.	19-10-62 to 16-3-63 (about 5 months)	Poona.
4.	Expanded programme of the I.L.O. Scheme.	Sudan	1	a. Part training in the Industrial Coop. course at Coop. Trg. Centre, Bhavnagar. b. Study visits to few Industrial & Processing Societies in Gujarat & Maharashtra.	21-11-62 to 9-3-63 (about 3½ months).	Bhavnagar & the State of Maharashtra and Gujrat.
5.	F.A.O. Scheme.	Somalia.	2	Coop. Marketing.	1-6-63 to 10-6-63	N.C.C. & R.I. Poona.
6.	F.A.O. Scheme.	Sudan	1	Coop. Marketing.	1-6-63 to 10-6-63	-do-