

CITIZEN'S CHARTER

Punjab State Cooperative Handloom Federation Limited (WEAVCO) Chandigarh

1. INTRODUCTION OF ORGANIZATION

The Punjab State Cooperative Handloom Federation Ltd., SCO 2945-46, Sector 22-C, Chandigarh commonly known as `WEAVCO' was registered in 1969 after reorganization of the State of Punjab, Haryana and Himachal Pradesh. The total number of societies at the time of reorganization of the State was 38 but with the passage of time there has been tremendous growth in the membership of the WEAVCO, which at present is 1279 including industrial societies.

2: OBJECTS

The objects of WEAVCO shall be as follows:

The objects of the WEAVCO shall be to coordinate and facilitate the working of the affiliated Cooperative Weaver Societies and to assist them in the matter of Procurement of yarn, sale of their finished products and the development and promotion of Handloom Industry and weavers interests as a whole on cooperative basis.

- i) To provide technical know-how and other assistance in the matter of purchase, installation & maintenance of handlooms, power looms and other equipments necessary for the purpose.
- ii) To procure yarn dyes & chemicals tools and tackles for own use and to supply to the affiliated societies.
- iii) To suggest ways & means for increasing the operational efficiency of the member societies in the matter of designs, colour combinations etc.
- iv) To set up sale depots/showrooms for the sale of finished products primarily of the affiliated weaver societies and to purchase textile material as per approved purchase policy.

- v) To provide preloom & post loom facilities in the matter of dyeing, printing, sizing, calendaring & finishing of the textile products and for this purpose to set up its Dyeing House/s and other processing and Finishing Plant/s.
- vi) To set up Production-cum-Demonstration Centre/s at strategic points for the production of handloom goods in varied designs, colour combinations and varieties to suit the demand and to guide the societies for their adoption and also to assist such societies in the matter of production of quality goods.
- vii) To carry out publicity & propaganda for the production & sale of handloom goods through various media and also to arrange for Seminars, Conferences for the development and promotion of Handloom Industry.
- viii) To arrange for participation in Exhibitions/Expos organized by the State Government/Government of India any other authority.
- ix) To collect market intelligence with regard to procurement of raw material, sale of finished products and to disseminate the same to the affiliated weaver societies.
- x) To construct buildings for Dyeing House/s, Process House/s, Showroom/s, Godown/s, Workshed/s, Staff Colonies etc. conducive for the promotion of its business.
- xi) To advise & assist the affiliated weaver societies in the matter of general administration and recruitment of technical personnel and if need be to constitute common cadre for the key-posts.
- xii) To lay-down norms & measures for standardizing the accounts & costing methods and practices so as to enable affiliated weaver societies to adopt the same for achieving operational efficiency.
- xiii) To assist member societies in securing financial assistance from the financing institutions, State and Central Governments.
- xiv) To represent and project the view of the affiliated weaver societies at various forums for their growth.
- xv) To acquire, purchase or take on lease building and land to construct office, work sheds, godowns, showrooms, staff colonies and to install & erect plant and machinery there upon.
- xvi) To raise funds by way of loan, deposits, grants in aid and subsidy for its own business, and for providing financial assistance to the affiliated member societies.

- xvii) To encourage the affiliated weaver societies to undertake ancillary industries like; hosiery, readymade garments etc. for the diversification of their activities and to make them viable.
- xviii) To arrange for training of its own staff and the weavers & other personnel of the member societies and also to meet its cost.
- xix) Take over the management of sick/weak weaver societies and take necessary steps & measures to make them viable;
- xx) To arrange for the manufacture or otherwise procure livery cloth for the supply purposes;
- xxi) To arrange for the export of handloom products;
- xxii) To undertake such other things as are incidental and conducive to the attainment of above referred to objects and common interest of affiliated weaver societies

3: MEMBERSHIP

Membership of the WEAVCO shall be open to the following:-

- i) Primary Weaver Cooperative Societies;
 - ii) Cooperative Societies engaged in the manufacture of Handloom readymade garments & printing;
 - iii) Other societies engaged in the manufacture of yarn, dyes & chemicals with the prior approval of the Registrar;
 - iv) Government;
 - v) Nominal or associated member in accordance with the provisions of the Act & the Rules. Such member shall pay only an admission fee of Rs.50/- which shall not be refundable and shall not be entitled to any share in the assets or profits of the WEAVCO nor have a right of vote in the general meeting.
- a) Every member other than nominal or associate member shall have to apply in writing for membership and pay an admission fee of Rs.10/- alongwith an amount of atleast one share. The admission fee shall not be refundable in any case.

- b) WEAVCO shall have the right to call upon its members to subscribe to its share capital as may be decided by its Board from time to time so as to enable it to avail financial assistance from the Government or any other agency and for the purpose of enhancement of its Maximum Credit Limit.
- c) Every application for admission as a member shall be disposed of by the board within one month from its receipt. In case of refusal for admission as member, such member shall have a right to file an appeal before the Registrar within 30 days from the date of communication of the aforesaid decision

Cessation from membership: A member of the WEAVCO shall cease:

- a) On ceasing to be a body corporate.
- b) On expulsion from the WEAVCO by the competent authority for the following reasons to be recorded and conveyed:-
- (i) For persistent default in the payment of the share money in arrear or any other amount due to the WEAVCO.
 - (ii) For willful failure to supply goods in time and furnishing of a false information to the WEAVCO.
 - (iii) For acting in manner prejudicial to the interest or reputation of the WEAVCO.
- c) A member so expelled shall have a right to file an appeal before the Registrar within 30 days of the receipt of such decision. The decision of the Registrar in appeal shall be final.
- d) On transfer of all the share/s by the member/s.

4: **BOARD OF DIRECTORS**

The Board of the Weavco shall consist of the following members

- (i) 7 Directors to be elected out of the representatives of member societies on Zonal basis in accordance with the provisions of the act and rules and these byelaws.

- (ii) Government nominees under the act.
- (iii) A nominee of the financing institution/s.
- (iv) Managing Director (Ex-officio).
- (v) Registrar or his nominee
- (vi) The directing of the affairs of the Weavco shall vest in the Board so constituted.

5: **MARKETING :**

- WEAVCO has already set up 12 showrooms within State and outside the State for selling its products.
- WEAVCO is supplying all type of cloth to the Apex/ Central Cooperative Institutions and Primary Agricultural Cooperative Societies (PACS) in the State as per their requirement.
- WEAVCO is also marketing the products of its handloom cloth through National Handloom/ Special Handloom and Mini Handloom Expos being organized by the Association of Corporations and Apex Societies for Handlooms (ACASH) Government of India, Ministry of Textiles, New Delhi.
- WEAVCO is making arrangements for purchasing the Kheses, Durries, Blankets, Shawls and other Hospital bed sheets from its member societies and other items which are not manufactured by the member societies are being purchased from the whole sellers, dealers, manufacturing units/ mills to supply the same to various departments as per their orders.
- WEAVCO is taking various steps to organize exhibition sales. Recently WEAVCO has arranged stall sales at Mini Secretariat, Punjab and Punjab State Cooperative Bank building, Chandigarh to enhance sales.

WEAVCO has conducted the following sales during the last four years:

<u>Year</u>	<u>Sales (Fig. in lacs)</u>
2006-07	Rs. 263.23
2007-08	Rs. 231.47
2008-09	Rs. 279.49
2009-10	Rs. 284.11 (T)

6: **Sale-Purchase (Marketing) Policy:**

WEAVCO is having a comprehensive Sale Purchase (Marketing) Policy, which has been approved by the Registrar, Cooperative Societies, Punjab and now all the purchases are being made as per the policy. The demand of each showroom is being collected and compiled at Head Office level for making the purchase of cloth. WEAVCO is conducting the survey of whole sale markets to ascertain the prices of the various qualities. Some of the member societies are producing Kheses, Durees, Dusters, Blankets, Shawls, Carpets, Hospital bed sheets, Draw sheets, Honeycomb towels, etc. WEAVCO is making the purchases of these items from the societies. Rest of the items like Bed covers, Bed sheets, Curtain cloth, Floor durees, Towels, Suiting - shirting and all type of Superior cloth etc. which is not produced by the member societies, being purchased from the source/ distributors, whole sellers, authorized dealers, agents, concerned mills. Vigorous efforts are being made to increase the sales turn over for making the Institution viable.

7: **Upliftment of women through cooperatives of Punjab & (Implementation of 'Mai Bhago Istri Shakti Scheme')**

WEAVCO has under taken the task for promoting women empowerment through cooperatives of Punjab. As a part of it the Government of Punjab has approved a scheme namely 'Mai Bhago Istri Shakti Scheme through WEAVCO which was launched in the month of November 2007. There are two aspects of the scheme i.e. social and economic aspect. Under the social aspect, stress is being given to control female feticide & avoid unnecessary expenditure on marriages, to stress for higher and technical education of girls and equal opportunities of employment of girls etc. This

task is being done at Primary Agricultural Cooperative Societies (PACS) level, by enlightening women members through the field functionaries of PUNCOFED Punjab and the committees constituted at Sub Division Level. Different income generating activities have been identified at the village level depending upon the area and the activities already being done in that particular village have been strengthened. The activities like Phulkari work, Tailoring stitching & embroidery, Hosiery & knitting etc. have been undertaken under this scheme.

8: Financial Health:

WEAVCO has taken steps to reduce the over all expenditure. It is also mentioned here that WEAVCO is doing its business out of its own funds. WEAVCO has earned profit amounting to Rs. 9.07 lacs during the year 2005-06, Rs.10.08 lacs during the year 2006-07, Rs. 10.49 lacs during 2007-08, Rs. 13.50 lacs during 2008-09 and Rs. 16.60 lacs during the year 2009-10 tentatively.

ਰਜਿਸਟਰਾਰ,
ਸਹਿਕਾਰੀ ਸਭਾਵਾਂ, ਪੰਜਾਬ
ਓਡੀਗੜ੍ਹ।

ਵਿਸਾ: ਸਿਟੀਜਨ ਚਾਰਟਰ ਬਨਾਉਣ ਸਬੰਧੀ।

ਸ੍ਰੀ ਮਾਨ ਜੀ,

ਆਪ ਜੀ ਦੇ ਦਫਤਰ ਦੇ ਪੱਤਰ ਨੰ: ਰਸਸ/ ਯੋਜਨਾ/ ਸ:/ ਤਾਲਮੇਲ/499
ਮਿਤੀ 6.5.2010 ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਸਬੰਧ ਵਿਚ ਵੀਵਕੋ ਦਾ ਸਿਟੀਜਨ ਚਾਰਟਰ ਤਿਆਰ ਕਰ ਦਿੱਤਾ ਹੈ।
ਇਸ ਦੀ ਹਾਰਡ ਕਾਪੀ ਅਤੇ ਸੀ.ਡੀ ਸੂਚਨਾ ਅਤੇ ਅਗਲੀ ਕਾਰਵਾਈ ਹਿਤ ਨਾਲ ਨੱਥੀ ਕਰਕੇ ਭੇਜੀ
ਜਾਂਦੀ ਹੈ।

ਧੰਨਵਾਦ ਸਹਿਤ,

ਆਪ ਜੀ ਦਾ ਵਿਸਵਾਸਪਾਤਰ,

ਨੱਥੀ: ਉਪਰੋਕਤ ਅਨੁਸਾਰ

ਪ੍ਰਬੰਧ ਨਿਰਦੇਸਕ
ਵੀਵਕੋ, ਓਡੀਗੜ੍ਹ।