

Chapter-4 (Manual-3)

Rules, Regulations, Instructions, Manuals and Records, for Discharging Functions

4.1 Please provide list of rules, regulations, instructions, manuals and records, held by public authority or under its control or used by its employees for discharging functions as per the following format. This format has to be filled for each type of document.

<p>Name/title of Document : The Punjab Cooperative Agricultural Development Banks Act - 1957 & Rules –1959</p>	<p>Type of the document</p>	<p>Rules & Regulations</p>
<p>Brief Write-up on the Document</p>	<p>Choose one of the types given below. (Rules,Regulations,Instructions, Manual, Records,Others)</p> <p>An Act to supplement the provisions of the Punjab Cooperative Societies Act, 1954 in order to facilitate the working of the Cooperative Agricultural Development Banks in the State of Punjab</p>	
<p>From where can one get a copy of rules, regulations, instructions, manual and records</p>	<p>Address:</p> <p>The Punjab State Cooperative Agricultural Development Bank Limited, SCO 53 –54, Bank Square, Sector 17-B, Chandigarh. Telephone No.: 0172-5011708,0172-5011700, 0172-5011703,0172-2708134 Fax: 2705513 Email: sadbmd@yahoo.in</p>	
<p>Fee charged by the Department for copy of rules, regulations, instructions, manuals and records (If any)</p>	<p>Others:</p> <p>As determined by the Bank from time to time.</p>	

Name/title of document : Bye-Laws of the Punjab State
Coop. Agricultural
Dev. Bank Ltd.

Type of the document

Rules

**Choose one of the types given below.
(Rules, Regulations, Instructions, Manual,
Records, Others)**

Brief Write-up on the Document

Rules governing the working of the Bank.

**From where can one get a copy of
rules, regulations, instructions,
manual and records**

Address:

The Punjab State Cooperative Agricultural
Development Bank Limited, SCO 53 –54,
Bank Square, Sector 17-B, Chandigarh.
Telephone No.: 0172-5011708, 0172-
5011700 , 0172-5011703, 0172-2708134
Fax: 2705513

Email: sadbmd@yahoo.in

Others:

**Fee charged by the Department for
copy of rules, regulations,
instructions, manuals and records (If
any)**

As determined by the Bank from time to time.

Name/title of Document : Common Cadre Rules, 1978 amended upto 22.09.2008 of Punjab State Coop. Agricultural Dev. Bank Ltd.

Type of the document

Rules & Regulations

Choose one of the types given below.

(Rules,Regulations,Instructions, Manual, Records,Others)

Brief Write-up on the Document

Rules governing the service conditions of the employees of the Bank.

From where can one get a copy of rules, regulations, instructions, manual and records

Address:

The Punjab State Cooperative Agricultural Development Bank Limited, SCO 53 –54, Bank Square, Sector 17-B, Chandigarh.
Telephone No.: 0172-5011708, 0172-5011700, 0172-5011703,0172-2708134
Fax: 2705513

Email: sadbmd@yahoo.in

Others:

Fee charged by the Department for copy of rules, regulations, instructions, manuals and records (If any)

As determined by the Bank from time to time.

Name/title of Document : Documentation & Procedure for grant of loans by the Primary Cooperative Agricultural Development Banks in the State .	Type of the document	Instructions
Brief Write-up on the Document	<p>Choose one of the types given below. (Rules,Regulations,Instructions, Manual, Records,Others)</p> <p>Instructions & guidelines with regard to the procedure for grant of loans.</p>	
From where can one get a copy of rules, regulations, instructions, manual and records	<p>Address: The Punjab State Cooperative Agricultural Development Bank Limited, SCO 53 –54, Bank Square, Sector 17-B, Chandigarh. Telephone No.: 0172-5011708,0172-5011700, 0172-5011703,0172-2708134 Fax: 2705513 Email: sadbmd@yahoo.in</p>	
Fee charged by the Department for copy of rules, regulations, instructions, manuals and records (If any)	<p>Others:</p> <p>As determined by the Bank from time to time.</p>	

Name/title of Document : Loan Policy.

Type of the document

Manual

Choose one of the types given below.

(Rules,Regulations,Instructions,Manual, Records,Others)

Brief Write-up on the Document

It contains the procedure to advance loans to its members.

From where can one get a copy of rules, regulations, instructions, manual and records

Address:

The Punjab State Cooperative Agricultural Development Bank Limited, SCO 53 –54, Bank Square, Sector 17-B, Chandigarh.

Telephone No.: 0172-5011708,0172-5011700, 0172-5011703,0172-2708134

Fax: 2705513

Email: sadbmd@yahoo.in

Others:

Fee charged by the Department for copy of rules, regulations, instructions, manuals and records (If any)

As determined by the Bank from time to time.

Name/title of Document : Annual Report

Type of the document

Manual

Choose one of the types given below.

(Rules,Regulations,Instructions, Manual, Records,Others)

Brief Write-up on the Document

Handbook of Statistics

From where can one get a copy of rules, regulations, instructions, manual and records

Address:

The Punjab State Cooperative Agricultural Development Bank Limited, SCO 53 –54, Bank Square, Sector 17-B, Chandigarh.

Telephone No.: 0172-5011708,0172-5011700, 0172-5011703,0172-2708134

Fax: 2705513

Email: sadbmd@yahoo.in

Others:

Fee charged by the Department for copy of rules, regulations, instructions, manuals and records (If any)

As determined by the Bank from time to time.