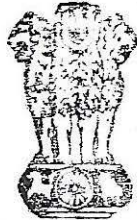


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**PART-I—ORDERS AND NOTIFICATION BY THE GOVT. OF TRIPURA
THE HIGH COURT, GOVT. TREASURY ETC.**

Government of Tripura
Department of Cooperation

No. F. 1-70/GL/RCS/85

Dated, Agartala, the 18th April, 1995.

NOTIFICATION

In pursuance of Notification No. F. 1-70/GL/RCS/85 dated, 2/2/95 as published in the extraordinary issue of Tripura Gazette on 16. 3. 95. and according to the said publication all persons were informed regarding the draft rules of Tripura coop. societies 3rd amendment rules 1995 and given 15 days time for any objection/suggestion if any regarding the draft rules thereof, but within the said stipulated period no objection and or suggestions is received by the Coop. Deptt. Govt. of Trinura from any one and as such considering all aspects and observing all procedures the service rules of the employees of the Coop. Societies as framed in exercise of the power conferred by Section 165 of the Tripura Cooperative Societies, Act, 1974 is hereby finally published.

1. (1) Short titled and commencement :—These rules may be called the Tripura Co-operative Societies (Third Amendment) Rules, 1995.
- (2) They extent to the whole state of Tripura.
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. After Sub Rule (3) of the Rule 110, in chapter xii of the Tripura Coop. Societies Rules, 1976 (hereinafter referred to as the Principal Rule) the following Rule, namely, Rule III shall be inserted.

“SERVICE RULES OF THE EMPLOYEES OF COOPERATIVE SOCIETIES”

Chapter 12(xii).

111. Minimum paid staff to be employed by a Co-operative Society, their respective essential qualification and procedure of their employment and the condition of their service—

1(a) Every Co-operative Society shall from time to time determine at a meeting of a Managing Committee the minimum number of paid staff required for smooth functioning of its business.

1(b) Every Society shall fill up not exceeding 50% of such posts (Excluding those of grade-IV staff of each category or class by promotion from officers or staff in the lower ranks.

1(c) The remaining posts (excluding those grade-IV staff) of each category or class of such Society shall be filled up.

i) In case of Apex Society, by the Managing Committee of such Society by direct recruitment and.

ii) In case of any other Society, by direct recruitment by the Apex or the Central Society to which such Society is affiliated provided that in the event of direct recruitment and/or promotion of any person under the service of any Co-operative Society, reservation system as applicable to the Government department shall be followed and/or observed.

iii) Recruitment Rules of each and every grade and category of employees shall be formed by the Society, which will be subject to approval of the Registrar, Co-operative Societies.

1.(d) The Apex or Central Society shall introduce a training scheme under which candidates with required qualifications after selection, may be trained under the supervision of any Coop. Institute for at least 3 months to be observed, subsequently after successful completion of training, as direct recruits in the service of the affiliated Society, at least 25% of the direct recruits for each category or class of posts of each such Society shall be filled up by such trainees who shall during their period receive, a stipend half of the minimum basic pay of the posts to which they are eligible for appointment.

1. (e) Minimum paid staff of a Society with a working capital or annual transaction of Rs. 1 lakh or above shall include 1 paid Manager or 1 paid officer with any other designation competent to discharge function of a Manager.

1. (f) The essential qualifications for appointment to the post of officers are—

a) in case of Apex Society,—

i) Bachelors Degree of any recognised University and

iii) A pass certificate on Senior or Cooperative Officer training course at National Institute, poone or equivalent for class 1 officer and a pass certificate in higher Diploma Course in Co-operative from Co-operative Training College if so required by the Managing Committee for others.

Provided that in case of a specially qualified candidate it may be sufficient if the candidate acquires qualification referred to at

iii) above within two years from the date of his appointment on probation,

b) in case of a primary Society,—

i) passed School Final examination,

ii) Successful completion of a training course of a Co-operative training centre, and

iii) A special training in Co-operation, if insisted on by the Society concerned.

Provided that in case of a specially qualified candidate it may be sufficient if the candidate acquires qualification referred to at (ii) and (iii) above within two years from the date of his appointment on probation.

(2) The essential qualifications for appointment of accountant in the service of Co-operative Society shall be—

a) Graduate of a recognised University, provided that preference will be given to a commerce graduate.

b) Successful completion of a training course, at intermediate level, of a Cooperative training Institution.

(3) The essential qualifications for appointment as assistant accountant Cashier or any other employee excluding grade IV staff in the service of Co-operative Society shall be—

a) School final passed examination and

b) Successful completion of training (at junior level) in any Cooperative Institution.

(4) The essential qualification for appointment as grade IV staff of a Cooperative Society is education upto Class VIII standard of a recognised School.

(5) All posts in grade IV staff of a Cooperative Society shall be filled up by such Society, preference being given to local candidates.

(6) Where in case of any existing employee of any Cooperative Society the minimum qualifications prescribed in this rule for the post are not satisfied he shall be retained in the service of such Society, subject to his successful completion, within three years from the date of these rules coming into force of a suitable training course in any Cooperative Institution, as may be determined by the Managing Committee and/or appropriate authority if the committee thereof is removed.

(7) The conditions of service of the employees of Apex Societies and Co-operative Banks shall, subject to the terms or specific contract, enforceable by law, statutory Acts and the rules of the Central Government, be as enounced in the appendix to this chapter ; and the State Government may, by a general or specific order, extend the same to any other Cooperative Society or class of Societies as and when deemed proper.

Minimum salaries officers and employees to be employed by LAMPS, PACS or Apex and or federal Co-operative Societies, subject to the provisions of rule, the minimum paid staff for Cooperative Bank or any other Society with a working capital or annual transactions of rupees ten lakhs or above shall be—

- a) One manager and or such like post.
- b) One accountant
- c) One cashier, and
- d) In case of an Apex Society, Inspector or Inspectors as may be necessary.
- e) Field Supervisors.

Chapter—13.

1. Conditions for appointment,—a) No person shall be eligible for being appointed to any post under any Co-operative Society unless he possesses the qualifications prescribed in rule III.

Provided that this rule shall not apply to the employees who are already in the service or are deputed by the State Government.

b) If the Managing Committee of any Society decides to enhance the qualifications or scale of pay of any post in the interest of the business of the Society that shall be subject to the approval of the Registrar of Co-operative Societies but the present incumbent of the posts concerned shall be absorbed in another post in the same scale of pay as was enjoyed by the incumbent concerned at the time of the absorption.

c) No person who has not attained the age of 18 years shall be eligible for appointment to any post under any Co-operative Society.

No person over the age of 45 years shall be directly appointed to any post of grade I and II ; and no person over the age of 35 years shall be appointed to any post of grade III and IV provided that in case of Scheduled Castes and Scheduled Tribes candidates the maximum age for direct appointment to grade III and grade IV posts shall be 40 years and these restrictions regarding age shall not apply in case of promotion or deputation or appointment for the service of one Co-operative Society by another. The following documents shall be accepted as proof of age of any person selected for appointment to any post under a Co-operative Society namely :—

i) Age recorded in the certificate of Matriculation or School final or Higher Secondary or its equivalent examination, and

ii) A certificate from Head of the Educational Institution last attended in the case of those who are not certificate holders as mentioned in. Over and above in case of any doubt as to the certificate, the appropriate authority may refer the matter to the medical Board for examination and their observation of the medical board shall be final for determination of age of the candidate of employee.

d) No person shall be eligible for being appointed to any post under any Co-operative Society without a Medical certificate of fitness to be obtained from a registered, medical practitioner as may be required by the Managing Committee; who has also have to be satisfied that he possesses good character and antecedents.

The Managing Committee shall be the competent authority to prescribe scales and type of security deposit and/or personal sureties in respect of such category of employees as considered necessary. The Managing Committee shall also be the competent authority to revise the same from time to time if circumstances so demand. The officer deputed by the State Government will not, however, be required to furnish any security.

The Managing Committee shall be the appointing authority for various categories of posts under a Coop. Society. The Committee may, from time to time, delegate its powers in this regard to such authorities as it may deem fit.

Provided that all appointments, including appointment by promotion shall be made on the basis of a test, written or oral, as may be deemed proper by the appointing authority.

2) Grade and classification of employees. In absence of any general or special orders to the contrary, employees under the Co-operative Societies shall be graded as follows :—

Post with a scale of pay having maximum of	Grade
1. Not less than Rs. 750/—	I
2. Not less than Rs. 600/—	II
3. Not less than Rs. 500/—	III
4. Not less than Rs. 350/—	IV

The Service of all employees shall be classified as follows :—

i) Permanent ii) Probationary iii) Temporary. A "Permanent" employee means an employee who shall be engaged on a permanent basis after satisfactory completion of probationary period.

A "Probationer" means an employee appointed to fill a permanent vacancy of a post and has not completed the probationary period specified in the letter of appointment or the further extended period.

A "Probationary" shall ordinarily be on probation for one year. He may, there after, be confirmed in the post if his work and conduct are found satisfactory. The probationary period may be extended by another year at the discretion of the appointing authority.

A "Temporary" employee means an employee who has been engaged for a work which is essentially of a temporary character and likely to be finished within a limited period or who is temporarily employed in connection with a temporary increase in work of a permanent nature or who is temporarily appointed in a leave vacancy.

3. (a) Commencement of service and seniority,—a) Service shall be deemed to commence from the working day on which a person reports for duty in the forenoon. If he reports in the afternoon the service shall be deemed to commence from the working day next following.

Seniority in a particular post of the employees who are already in service of Society on the date or on which these rules come into force shall be determined according to the date of joining the post.

If in case of any two or more employees the date of joining is the same, there interse seniority shall be determined according to the age the older being the senior. In case of other points it is to be decided by the management subject to approval of the R. C. S.

b) Seniority of the employees appointed after the Commencement of these rules in each category of posts shall be determined in the manner as follows :—

i) In case of employees appointed or promoted to a post in one batch, the seniority shall be determined in accordance with the orders of the seniority specified by the appointing authority on the results of the test taken at the time of making the appointment or promotion.

ii) In other cases, seniority shall be determined with reference to the date of appointment. But if one or more promotees and one or more direct recruits join the same date the promotees shall be placed above the direct recruits.

4. Pay, allowance and other concessions, —a) The Managing Committee shall be the competent authority to frame scales of pay, dearness and other allowances in respect of each category of employees of the Society. The Managing Committee shall also be the competent authority to revise the same from time to time if circumstances so demand.

Provided that where any Cooperative Society has incurred loss in the previous year, or has accumulated losses in the account, the Managing Committee shall not increase the scale of pay or any allowance in respect of any category of its employees without the approval of the Registrar.

b) Unless anything is otherwise provided in the terms of the appointment a person of first appointment to any post under the Society shall draw the initial pay of the post in the time scale of pay.

c) If any employee is promoted from a post to higher post or he is appointed to officiate in a higher post for a period exceeding one month purely on a temporary measure, his initial pay in the higher post shall be fixed at the stage in the new pay scale next above the stage in the pay scale of the lower post from which he is promoted.

d) The annual increment in the pay scale accrue normally to an employee after he is completed one year's service at a stage in pay scale unless it has been previously withheld for reasons of un-satisfactory work conduct or any other reason.

e) The Managing Committee may, in special, case allow any employee to draw the initial pay at a higher stage than normally admissible for reason of higher qualification or better experience of the employee and may grant advance increments not exceeding two at a time (in a year) to an employee by way of encouragement for meritorious services rendered by him.

f) Travelling allowance admissible to all categories of employees of the Societies for journey and halts on duty as also on transfer shall be guided by the rules of the Society concerned.

g) All categories of employees of the Societies shall be entitled to the benefits of contributory Provident fund as provided in the rules.

h) The employees of the Co-op. Societies shall be entitled to bonus if admissible under the provision of the payment of Bonus Act, 1965 (Act 21 of 1965).

5. Transfer & training :— Every employee shall be liable to be transferred from one post to another in the same scale of pay and/or from one station to another in the interest of the business of a Cooperative Society. Every employee shall also be liable to join any training course as may be decided by the management and will be entitled to full pay and allowances during the training period including period of journeys to and from the training centre. Any delinquency on the part of an employee in carrying out such order of transfer or posting or training will be treated as an act of insubordination which may culminate in the dismissal of such an employee from the Service of the Society on being followed procedure as incorporated in the service rules.

On transfer from the station to another or for joining a training centre or return there-from every employee shall be entitled to three days' joining time, in addition to the time required for the journey. The Chief Executive Officer of the Society or Manager or Managing Director however, in special cases may not allow or extend the joining time.

6. Any Leave :—a) The following categories of leave shall be admissible to an employee of a Co-operative Society to the extent noted against each—

- i) Casual leave.
- ii) Earned leave.
- iii) Medical leave.
- iv) Maternity leave.
- v) Extra-ordinary leave.

Casual Leave.

Casual leave is no leave and an employee who is no Casual leave shall remain so with full responsibility his/her work. Not more than 12 days casual leave shall be granted in one calendar year. Casual leave is only a concession to enable the employee in special circumstances to be absent from duty for a short period without such absent being treated as leave under the leave rules. Generally not more than three days casual leave shall be granted at a stretch. Under special circumstances this can be relaxed by the competent authority. Casual leave, however, be continued or taken in continuation of holidays with permission of the authority. However, casual leave may not be granted in continuation with any other leave.

Interposing Casual Leave

Holiday or Weekly holiday interposed in casual leave shall not be treated as casual leave.

Casual leave can not be accumulated and therefore balance on utilised casual leave in previous calendar year can not be carried forward to next year. Period spent on casual leave shall be treated as period spent on duty for all practical purposes like earning of leave and earning of increments.

Casual leave shall be availed of by an employee only after formal sanction of the same by the sanctioning authority by making application at least before 24 hrs. No casual leave shall be availed of in anticipation of sanction except on following grounds to the satisfaction of the sanctioning authority.

- a) Sudden illness of the employee himself/herself or member of his/her family.
- b) Accidental injury or misfortune like burning of residential house etc.
- c) Situation beyond the control of the employee.

Earned Leave.

Earned leave means leave earned in respect of period spent on duty.

Every employee who has been in continuous and uninterrupted service of the Society for not less than one month may be allowed earned leave at the rate $1\frac{1}{2}$ (one and half) days for each completed one month. Provided that such leave may be accumulated upto a maximum period of 90 days.

Medical Leave

The employee shall be entitled to "Leave salary" for the period availed of earned leave.

Medical leave on production of medical certificate is admissible to an employee at the rate of 15 days for every completed 1 (one) year of service with $\frac{1}{2}$ (half) average pay and on production of medical certificate issued by the competent registered medical practitioner. $\frac{1}{2}$ (half) average pay will be calculated on the basis of average, monthly pay actually earned by the employee during the proceeding 12 months of his/her duty.

Medical leave admissible may be accumulated upto a maximum of 90 days in whole service period. The sanctioning authority shall reserve the right to direct an employee who applies for medical leave to appear before a Doctor or a panel of Doctors arranged by such authority and the employee shall be bound to comply with such direction.

The sanctioning authority may demand medical fitness certificate from a competent medical authority to allow an employee to resume duty after availing of medical leave.

Maternity Leave

Maternity leave may be granted to a married female employee of the Society for a period not exceeding 90 (ninety) days (48 days pre-delivery period and 42 days post delivery period) on any occasion and 270 (two hundred and seventy) days during the entire period of such employees service subject to production of medical certificate from a registered medical practitioner. Pay for the period of maternity leave will be calculated as "Leave salary".

Extra-ordinary Leave.

Extra-ordinary leave without pay may be sanctioned to an employee in special circumstances for a period not exceeding 60 (sixty) days for every five years completed service, when no other leave is admissible under the Rules. In calculating Earned, Medical, Maternity or Extra-ordinary leave weekly holidays or declared holidays falling within the period of such leave will be a part of the period of leave.

No employee of the Society shall leave his/her station on leave or otherwise without station leave permission from the authority. In the application of station leave permission, the employee shall mention full address of his/her place of stay.

Competent authority to sanction leave.

The authorities competent to sanction leave shall be :—

a) The president or the person authorised by the president in case of Managing Director or Manager.

b) The Managing Director or any other officer authorised by him in case of other employees.

7. Conduct & discipline.

a) Every employee of a cooperative society shall at all times ;

i) Maintain absolute integrity.

ii) maintain devotion to duty.

iii) Abide by & comply with the rules of the society & all orders and directions of the superior authority.

iv) discharge his duty to the best of his ability in the interest of the Society.

b) All employees shall so manage the private affairs to avoid habitual indebtedness or insolvency, and an employee against whom any legal proceeding is instituted for the recovery of any debt due from him or for adjudging him as an insolvent shall forthwith report the full facts of the legal proceedings to the Society.

c) No. employee shall, except in accordance with any general or special order of the Managing Committee or his superior officers or in the performance in good faith of the duties assigned to him communicate directly or indirectly the contents of any official documents or any part thereof or

other information to any other employee or any person to whom he is not authorised to communicate such contents or information.

d) No. employee shall accept or permit any member of his family or any person acting on his behalf to accept any illegal gratification or pecuniary advantage or gifts, etc. from any person or agent having dealing with the society.

e) An employee shall not borrow money or in any way place himself/herself under a pecuniary obligation to any person or any firms without the previous sanction of the authority.

f) All employees shall have to furnish annual statement of assets and liabilities in forms as may be prescribed by the Society if so demanded, and violation of these rules shall be treated as a major offence.

g) All employees of the Society shall be well-disciplined, will behaved regular, punctual and sincere in attending to their duties and they shall be loyal to the Society.

8. Misconduct—Any or more of the following acts shall constitute misconduct namely :—

i) Wilful in-subordination or disobedience to any lawful order of the Managing Director or any other employee of the Society superior in position, besides the president or any other authority as may be decided by the Board.

ii) Illegal stoppage of work or going on illegal strike or abetting, inciting, instigating or any action in furtherance of stoppage or strike in contravention of any law for the time being in force.

iii) Wilful slowing down in performance of work or abetment or instigation thereto.

iv) Abetting, conniving at, or attempting or committing theft, fraud or dishonesty acting in connection with the business, property or affairs of the society or its customers or any other person or institution connected with the society.

v) Failure to account for/or delivery any property of the society when they come into his/her hands or concealment, misappropriation or conversion of properties of the society or its customers or any persons or organisation connected with the society.

vi) Giving or taking of bribe or illegal gratification from a customer or an employee or any other person or organisation connected with the society.

vii) Absence without leave or staying sanctioned leave without sufficient satisfactory grounds for sanction of leave.

viii) Late attendance or not less than three occasion within a month or habitual absence from the appointed place of work without sufficient satisfactory reason.

ix) Repeated brack of any law applicable to the society or Rules framed by the society inclusive of service Rules.

x) Attempting to collect or collection without permission of the appropriate authority of any cash on kinds in the name of the society.

xi) Aiding or abetting or coming at commission of any act of misconduct specified in clause (v) and (vi).

xii) Drunken or riotious, disorderly or indecent behaviour in the premises of the society or his/her place of duty.

xiii) Habitual negligence of work or habitual or gross negligence or negligence involving or likely to involve the society in loss.

xiv) Unauthorised disclosure or divergence or attempt thereto of any information regarding the affairs of the society to any of its customer or person or institution connected with the business of the society which is confidential, the disclosure of such thing is likely to be prejudicial to the interest of society.

xv) Wilful damage to any property of the society or its customer or any person or institution connected with the society.

xvi) Holding or attempting to hold or attending any meeting in the premises of the society without prior permission of the Managing Director.

xvii) Gambling or abetting or attempting to do so in the premises of the society or at his/her place of duty.

xviii) Failing to show proper courtesy and attention towards customers or other in whose contact he/she may come in discharge of duties.

xix) Sleeping during office hours.

xx) Loitering, idling or wasting time during working hours of being within the society or at his/her place of work without permission.

xxi) Doing private or personal work with the society with or without tools or materials belonging to the society without the prior permission of the Managing Director/Manager.

xxii) Engaging in other employment while in the service of the society,

xviii) Refusal to accept any order, charge, list or other communications served by the authority.

xxiv) Knowing or wrongly interfering with the records of attendance or means in recording attendance for himself/herself of any employee.

xxv) Conviction by any court of law for any criminal offence involving moral turpitude.

xxvi) Refusal to perform overtime work.

9. **Punishment** :—An employee who commits breach of any provision of Rule 8 or who displays inefficiency, negligence, insulance or who wilfully does anything detrimental to the interest of the society or any institution connected with the society or is guilty of misconduct within the meaning of the Rule 9 shall be liable to such punishment as the competent authority may award.

i) No punishment shall be awarded to any employee unless he/she has been communicated in writing of the grounds on which it is proposed to award punishment on him/her. Unless he/she has been given an opportunity and all facilities including personal hearing to explain his/her position in writing.

ii) No punishment of with holding increment or promotion or both, or reduction in rank or dismissal/termination from service shall be awarded to an employee in respect of the alleged misconduct, by a person other than the complainant or the authority framing charges against him/her.

iii) An employee against whom an enquiry will be held, shall be given a charge sheet in writing forth the allegation against him/her and requiring his/her explanation in writing. He/she shall be given an opportunity to answer the charges set forth against him/her permitted to defend himself/herself personally except for reason to be recorded in writing by the person holding any inquiry. The employee shall be permitted to produce witness in his/her defence and cross examine any witness on whose evidence the charges rest. A concise summary of the evidence laid down the society side as well as employees side shall be recorded along with findings of the Enquiry Authority to be appointed as per Rule 9(vi).

iv) An employee against whom any punishment is contemplated to be imposed may be suspended by the Managing Director or any other authority empowered for the purpose by the Board of Director or Managing Committee for a reasonable period in the circumstances.

of time required for framing the charges' holding a completion of enquiry. The order of suspension may take effect immediately on communication to the employee concerned. If as a result of explanation tendered or the enquiry held, it is decided to exempt the employee from the charges, the employee shall be deemed to have been on duty and shall be entitled to get full emoluments and all admissible privileges for the period of his/her suspension minus the subsistence allowance paid to him during the period of suspension. An employee shall be entitled during the period of his/her suspension to a subsistence allowance @ 50% of the pay and allowance which would, but for a suspension period to him/her.

a) The suspended employee shall not be entitled to absent himself from his station during the period of his suspension without previous sanction of the appropriate authority of the Society.

b) No payment of any kind, other than the authorised subsistence allowance and other admissible allowance, is to be made to an employee during the period of suspension.

c) If any employee is absent from duty by reason of his being arrested or committed to prison either for debt or on criminal charge, he shall not be allowed to draw any pay, leave salary or allowances for the period of such absence until decision of the case against him. Under the adjustment of his emoluments may be made according to the circumstances, or the case, the full amount being given only in the event of the employee being acquitted of blame, or if the imprisonment was for debt, or its being proved that the employee's liability arose from circumstances beyond his control then full amount may be allowed, the period of such absence from duty will be treated as a period of spent on duty. when less than full amount is allowed, the period may also be treated as on duty on leave as the Managing Committee may decide.

v) No employee shall, in any case, be kept under suspension for a period exceeding 6 (Six) months at a time in normal course. In case of continuing the period of suspension for the period exceeding 6 (Six) months, reason for such extension of the period of suspension shall be recorded in writing by the concerned authority and communicated to the employee, but in no case the total period shall be allowed to exceed 2 (two) years. If nothing is decided as to the suspension, the suspension will be withdrawn and the enquiry will continue in usual course.

vi) An employee desirous of the redress of any grievance relating to unfair treatment and/or wrongful extraction by any other employee of the society shall submit a complaint to the Managing Director or any other Officer authorised by the Managing Director who shall as soon as possible investigate into the complaint at such time and place as he may fix, the Managing Director and /or the authorised person shall investigate in manner as he may deem proper to find out the truth and for the end of justice when the employee alleged against shall be given opportunity to explain his/her position. The decision of the complaint shall be intimated to concerned employee. In case of any similar grievance against the Managing Director, the complaint shall be lodged with the President of the Society and the investigating authority will be such person as may be authorised by the President or appropriate authority of a society.

10. Disciplinary and Appellate Authorities :

For the purpose of imposing any by the President or Chairman or competent authority of a Society subject to approval the Board and or Managing Committee of the Society or the Administrator as the case may be which is the appointing authority shall be disciplinary authority, and the general body of members in the general meeting shall be the appellate authority.

Provided that no appeal shall be entertained if it is not preferred within a period of three months from the date of receipt of the order awarding punishment, provided, however, that the authority competent to hear appeal may in deserving cases grant exemption from the Rule on account of reasons to be recorded in writing.

11. Termination :

The services of any employee shall be terminable forthwith without any notice in the following circumstance :—

- i) Causing loss in the form of defaultation, misappropriation, etc or damage to the properties of the Society established by the competent authority.
- ii) When he/she act in contravention to the bye-laws, Cooperative Societies Act, Cooperative Societies. Rules or service Rules of the Society or any other Rules framed by the Society, the charge of which has been established by the Society by the competent authority.
- iii) When convicted in the court of law or offences involving moral turpitude including offences under liquor prohibition Act, Opium Act, etc. like Act, as applicable in this State.

iv) The service of an employee who has been in continuous employment for a period exceeding 1 (one) year but less than 3 (three) years can be terminated by giving such employee at least 30 (thirty) days notice in writing or thirty days salary in lieu of such notice and service of an employee who has been in continuous employment for a period exceeding 3 (three) years can be terminated by giving him/her at least 60 (sixty) days notice in writing or 60 (sixty) days salary in lieu of such notice. This will not be applicable to employees who retire from service in due course or who have been dismissed from the service. Nothing in this Rule affect the authority of the Society to dismiss any employee for misconduct or other offence of service nature without notice of fortist the salary in lieu of notice.

12. An employee shall have option to retire after completion of 20 (twenty) years of service.

13. In case of appointment to a person in a Coop. Society, leave affairs, disciplinary proceedings and retirement matters of employee of a Coop. Society. From applicable to the Tripura State Govt. employees may be used by the Coop. Societies as far as practicable and in this connction if any disput is arose, the decision of the Registrar of Cooperative Societies Government of Tripura shall be final.

Sd/-Illegible

Joint Secretary to the
Government of Tripura.