Appendix I

QUESTIONNAIRE FOR STUDY OF AGRICULTURAL PROCESSING CO-OPERATIVES IN ASSAM

1. Name of the Society:
2. Place of location:
   (a) Sub-division
   (b) District
3. Area of operation:
   (a) K.N. radius covered:
   (b) Approx. No. of villages covered:
4. Date of Registration:
5. Date of actual operation:
6. Installed capacity per day:
7. Milling capacity per day:
8. Reasons for delay in actual operation:
9. Bye-law followed
   old/model bye-law of the Registrar of Co-operative Societies:
10. Objectives of the Society:
    (a)
    (b)
    (c)
    (d)
    (e)
    (f)

<table>
<thead>
<tr>
<th>Year</th>
<th>State Cooperative Yon-government Societies growers</th>
<th>Non-growers</th>
<th>etc.</th>
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<td>1980-81</td>
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12. Paid up Share capital in Rs.
   (a) Value of each share in Rs.

13. Composition of share capital from 1970-71 to 1980-81:

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<tr>
<th>Year</th>
<th>State government</th>
<th>Cooperative societies</th>
<th>Growers</th>
<th>Non-growers</th>
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14. Amount of loan received in Rs. from 1970-71 to 1980-81
   (a) Source of the loans:
   (b) Amount received:
   (c) Amount used/not used:
   (d) Outstanding of loan:

15. Any more need for capital:
   (a) Amount:
   (b) Purpose:
   (c) Approximate years:
16. Amount of interest paid since 1970-71:

17. Amount of tax paid since 1970-71:

18. Any other tax paid since 1970-71:

19. (a) State how are raw-materials procured?
   directly from market/through agents/
   through co-operative societies:

   (b) Raw materials procured since 1970-71 to
       1980-81:
       (i) Total quantity required in quintal/ton/halves.
       (ii) Grower's supply in quintal/ton/halves.
       (iii) Non-grower's supply in quintal/ton/halves.
       (iv) Mills/Society's own supply in quintal/ton/halves.
       (v) Procurement policy:
       (vi) Extent of purchase from open market:
       (vii) Net working days:
       (viii) Percentage of Recovery:
       (ix) Quantity of bye-product:
       (x) Sale value of bye-product:
       (xi) Future use of bye-product:
       (xii) Market for the bye-product
             local/outside the State:

20. (a) What is the market policy of the society:

   (b) How are produced sold (arrangements):
       by Society,
       Co-operatives/agents/tender/any
       other way.

   (c) Market for the product: local/outside the state

21. Uses of Machinery:

   (a) Old/modernised

   (b) regularly used; No. of days:
(c) break down, No. of days:
(d) not used for electricity difficulty:
(e) Any need for modernisation:
(f) Why not modernised? Want of capital/permission of Board.
(g) amount of loan/grant received for modernisation:

22. Profitability since 1970-71 to 1980-81:
   Profit (+) or Loss (-) in Rs.

23. Causes of loss:

24. Cause of profit:

25. No. of employees since 1970-71 to 1980-81:
   (a) Total No. of Executive - trained/untrained
   (b) No. of Manager - trained/untrained
   (c) No. of Accountant - trained/untrained
   (d) Technical man -
   (e) Supervisor -
   (f) Clerks & Typist -
   (g) Peon -
   (h) Chowkidar -
   (i) Misc. - casual/seasonal

26. Audit:
   (a) Is there regular audit: Yes/No
   (b) Is there any internal auditor: Yes/No
   (c) Is the audit report placed in the Board: Yes/No
   (d) Is there any statutory audit for the last 3-5 years: Yes/No
   (e) Objections met properly?
27. Management: State the
(a) policy as per Act/ Rules/Bye-laws -
(b) Is there regular holding of general meeting as per bye-law?
(c) If not - state reasons -
(d) Dates of general meeting since start of the society:
(e) No. of members attended in the general meeting:
(f) Copy of the proceedings (printed) of the general meeting if any?

28. Board of Directors:
(a) Composition - Growers/Workers/Govt. non-inc/others
(b) functions -
(c) periods of elected Body since start:
(d) periods of Ad hoc nominated Body since start:

29. Names and status of the Chairman since start:
(a) Status: M.L.A./M.P.

30. Managing Director: deputed/appointed
(a) Civil servant
(b) Technical man
(c) Usual term of office of each M/D.
(d) years of experience or training in the processing industry or any other allied industry -
(e) his main functions:

31. Managers: permanent/temporary
(a) his qualification:
(b) technical man/non-technical :
(c) trained/not trained
(d) Is he a member of the Board ?

32. Suggestions to make it viable/more viable :
(a)
(b)
(c)
(d)
(e)

33. Above data collected from :
(a) Name :
(b) Status :
(c) Date :

Signature
Date :