APPENDIX 0

Subject to the approval of the Registrar Cooperative Societies the Hrcofed shall appoint a whole paid Executive Director who shall be the chief Executive Officer of the Harcofed. He shall have the following duties and powers:

i) to generally administer the affairs of the Harcofed subject to the direction of the Board;

ii) to supervise and control and work of the employees of the Harcofed;

iii) to maintain proper and accurate accounts of all money received and expended and all stock brought and sold;

iv) to keep the accounts of assets and liabilities of the Harcofed;

v) to maintain up-to-date register of members;

vi) to receive deposits and other money and issue receipts of and also to pay the amount due from the Harcofed;

vii) to summon and attend meetings of the general body or Board of Directors and any other committee under these byelaws;

viii) to fix prices of registers, bye-laws and other printed matters etc., sold by the Harcofed;

ix) to certify copies of entries in the books of the Harcofed as per provision of the Act;

x) to facilitate the inspection of the Harcofed by any person authorised in this behalf;

xi) to act for and on behalf of the Harcofed in implementing the decision of the general body, board of Directors;

xii) to inflict punishment of censure, withholding of increment on or to suspend an employee of the Harcofed;

xiii) to institute and defend suits and other legal proceedings on behalf of the Federation;

xiv) to incur contingent expenditure within the limit fixed by the Board of Directors;

xv) to perform all other duties and to exercise all such powers as are assigned to him by the Board;

xvi) to recruit employees equivalent to the class IV employees in the government whose maximum of the time scale is Rs.500/- per month.