

CIRCULAR

F.NO.AR(AUDIT)/RCS/App./2023-24/1415-1420

Dated 27/03/2023

Applications for appointment of Chartered Accountants by the respective cooperative societies for conduct of audit for the financial year i.e. 2022-23 & 2023-24 (Concurrent & Statutory) whose turnover is more than 5 Crore) will be submitted between the period 1st April, 2023 to 28th August, 2023 as per provisions of DCS Act, 2003. After receipt of these applications, the applications will be scrutinized and appointments of Auditors will be made from the Panel of Auditors which has been uploaded on the website of this office vide Notice No.F.No.AR(Audit).2022/RCS/718-20, dated 31.03.2022.

2. Accordingly, it is suggested that the following procedure be adopted in the public interest till further orders:-

A) The Cooperative Societies can appoint a CA/CA firm from the Panel of Auditors empanelled by Registrar Cooperative Societies, Govt. of NCT of Delhi who has not conducted their audit for last 3 consecutive years and is not conducting audit for more than the prescribed limit i.e. 5 cooperative societies (whose turnover is more than five lakhs) and shall conduct audit of at least 3 cooperative societies (whose turnover is less than Rupees Five Lakhs) **in the prescribed format (Copy of the same is annexed as Annexure-I). In all such cases, the society shall submit their request through e-mail in the prescribed Option-cum-appointment form (copy of the same is annexed as Annexure-II) to the RCS for appointment of said auditor along with the certificate obtained from the Auditor and a copy of checklist of previous year duly received in this department. All such requests would be received at e-mail ID **auditor.rcs.delhi2023@gmail.com**, so that these requests get attended immediately.**

The disposal/approval in respect of these applications shall be intimated by RCS office to the society within 15 working days on the same email id through which request for appointment of auditor is received.

B) Where the Society intends to appoint the same auditor as previous year it has to simply inform the RCS office of their decision for the record at email ID **auditor.rcs.delhi2023@gmail.com**

3 As per the section 60(1) of DCS Act, 2003 last date for conducting audit for the FY. 2022-23 is **28.08.2023** and as per Rule 80(11)(a) of DCS Rules 2007, the last date for submitting audit report is **27.09.2023** failing which society is liable to pay penalty as per DCS Act, 2003 and DCS Rules 2007. Hence, the Administrators/Presidents/Secretaries are advised to apply for appointment of auditor accordingly for audit prior to F.Y. 2022-23. The application received without proper documents/Annexure will be summarily rejected.

4. In case the Audit of the society has not been completed in all respects up to the financial year 2021-2022 and the non-completion of the audit is not beyond 03 previous consecutive years, the societies are required to submit a detailed proposal in Annexure-II giving complete justification for non-completion of the audit in the society and would submit such proposals at the E-mail ID **auditor.rcs.delhi2023@gmail.com** along with a copy of the Check List for the last conducted audit. All such cases would be considered and disposed off within 4 weeks of the receipt of such requests from the society and the society would be intimated at the same mail ID from which its request was received.

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5. The Administrator/President/Secretary of all the Cooperative Societies are accordingly requested to follow the above procedure for effecting the appointment of the auditors for conduct of the Audit.

These instructions shall be applicable till further orders.

This issues with the approval of Competent Authority.

(SURINDER NARANG)
ASSISTANT REGISTRAR (AUDIT)

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Dated 27/03/2023

Copy to:-

- ✓ 1. All Administrators/Presidents/Secretaries of Cooperative Societies, Registered with RCS Govt. of NCT of Delhi.(through RCS Website).
2. The Chairman, Northern Regional Council of the Institute of Chartered Accountants of India; ICAI Bhawan, 5 Floor Annexe, Indraprastha Marg, New Delhi-110002 for wide publicity among CAs. It is further requested that this circular may also be displayed at a prominent place on the website of the institute.
3. P.S to Registrar Cooperative Societies, New Delhi.
4. P. A. to Spl. RCS, o/o the RCS, New Delhi
5. P.A to DRCS, o/o the RCS, New Delhi
6. The AR (Computer Cell), office of RCS, New Delhi with the request to place this Circular on the website of the office.

(SURINDER NARANG)
ASSISTANT REGISTRAR (AUDIT)