

Ministry of Labour

Department of Cooperatives

Backward linkage

. Purchases of goods such as fertilizers, chemicals and implements

Meetings

The supreme authority in a registered society shall be vested in the general meeting of members at which every member has a right to attend and vote on all questions, each member shall have one vote only which shall be exercise in person and not by proxy.

Type of Meetings

The first meeting of members shall have the same powers as are given to the Annual General Meeting, and shall be held immediately or no later than one month after the receipt of the certificate of Registration of the Society;

- ❖ General Meeting
- ❖ Annual General Meeting
- ❖ Special General Meeting

Division of Profits

Unless otherwise authorized, no dividend or payment on account of profit shall be made by a society, until the reserve fund has reached a proportion of not less than one tenth of the society's total liability:

- ❖ No registered society shall pay a dividend on share capital, exceeding six percent per annum on the capital actually pail up
- ❖ Registered society shall pay a dividend if the rate of interest on loans granted by it to its members exceeds twelve percent per annum

Books and Accounts

Every registered Society shall keep such accounts and use such books as may from time to time be prescribed by the Commissioner.

Documents	Financial Books
Receipts	Cash book
Deposits	Fixed asset register
Journals for income	Payroll
Cash Payment	General ledger
vouchers	Cheques issue register

Cheques	loans register
Registration of the society	Membership register
	Financial Statement
Bank Statement/Book	Trial balance
Share Certificate	Statement of income and expenditure
Membership Application	Statement of financial position
Loan application form	Statement of cash flow
Minutes of meeting	Notes of the financial statement

Objectives of Cooperative Society

- Enhancing cooperation
- High level service
- High profits

Multipurpose Cooperative Societies carry on several unrelated business activities simultaneously as determined by the agreement of the members.

Examples of businesses activities carry on by Multipurpose Cooperative Society

- ❖ Credit Union
- ❖ Processing Manufacturing
- ❖ Housing
- ❖ Agriculture
- ❖ Transportation
- ❖ Fishing

Cheques