



Annex – 2

Report on shifting of Branches/Offices/Extension Counters within the same city, town or village by a District Central Cooperative Bank in cases where prior permission of Reserve Bank of India is not required

1.	(i) Name of the bank	
	ii) Address of the head office/ Central Administrative office	
	(iii) Total number of bank branches	
	(iv) Name of the office/branch(s/es) which has/ have been shifted and date of shifting	
	(v) With r/t (iv) above, please mention: i) Llicence No. & Date: ii) Approval No. & Date:	
	(vi) Old address of the aforesaid office branch	
	(vii) New address of the aforesaid office/branch	
	(viii) Distance between the old and new addresses	
	(ix) Whether the entire office/ branch(s/es) functioning at the old address has/have been shifted to the new address or only a part of the office/some departments has/have been shifted?	
	(x) Reasons for shifting	
	(xi) Details of how premises at the old address will be disposed of / surrendered	
2.	(i) Whether the city/town in which the office is located is rural or semi-urban, or urban or metropolitan (as per last Census)? Please specify	
	(ii) Whether the locality to which the office has been shifted is – a) predominantly residential (Rural/Urban) b) predominantly commercial (Rural/Urban) c) an industrial area(Rural/Urban)	
	(iii) Are there any branches of other co-operative bank or commercial bank within 400 meters from the new address? If so, give details (i.e. names and distances from new location)	



	(iv) Is any other cooperative or commercial bank also located in the same building wherein the office/branch has now been shifted or in the building adjoining or opposite it? If so, give details.	
3.	(i) Have the new premises been acquired on lease/rent or self-constructed or purchased? Please specify:	
	(ii) Has the Board approved such deviations? (If yes, please enclose a copy of the resolution)	
	(iii) Whether the shifting is being approved by RCS? (If so, enclose a copy of the approval)	
	(iii) In case the new premises have been purchased/self-constructed, has the bank obtained permission of the Registrar for investment of funds? If so, attach a copy of the Registrar's orders If not, explain the reasons why permission is not obtained?	
4.	Shifting of a bank's Head Office/ Administrative Office (within the same locality) In case the bank has shifted its Head Office /Administrative office, will the bank's registered address also change? If so, has the bank taken necessary action in this regard as required under the State Cooperative Societies Act?	
	Has the bank sent a separate intimation of change of registered address to Department of Supervision of Reserve Bank of India (Central Office and Regional Office) and NABARD Regional Office, as required under the guidelines?	
5.	Will the bank's bye-law need amendment?	
	Confirm whether RBI NOC for alteration of bye-laws has been granted u/s 49C of BR Act, 1949 (Yes/No)	
	If Yes – Give details of bank's request and RBI NOC (Furnish copy)	
	If No – Reason for not approaching RBI for grant of NOC u/s 49C of BR Act, 1949	
	Details of CRCS/RCS approval (Furnish copy)	

I hereby certify that the above information is true to the best of my knowledge and belief.

Signature _____
(Name of the Bank's Chief Executive Officer)
Date:



Forwarded to:

1. The
Reserve Bank of India
Department of Supervision
_____ Regional Office

2. The NABARD,
_____ Regional Office

Enclosure:

Note: Please submit this Annex as also the necessary enclosures/documents/sketch-maps etc. in duplicate.