



**THE INSTITUTE OF  
Company Secretaries of India**

**IN PURSUIT OF PROFESSIONAL EXCELLENCE**  
Statutory body under an Act of Parliament



**13<sup>th</sup>**

## **NATIONAL CONFERENCE OF PRACTISING COMPANY SECRETARIES**

Friday & Saturday, May 25-26, 2012

**Venue :**

**Sher-i-Kashmir International Conference Centre, Chashma Shahi,  
Srinagar, Kashmir (India) - 190001**

**Theme**

**Emerging Trends & Opportunities – Preparedness for PCS**

## Key Takeaways

- Explore new opportunities in the areas of practice.
- Update and sharpen technical and professional skills.
- Share Knowledge among the peer group.
- Build professional networking.
- Interact with experienced and expert faculty.
- Enjoy the scenic beauty of Kashmir.
- Rejuvenate to achieve further heights.

## Speakers

Eminent speakers with comprehensive exposure to the practical aspects of the topics will address and interact with the participants.

## Participants

Company Secretaries and other Professionals in Secretarial, Legal and Management disciplines would be benefited by participating in the Conference.

### Delegate Fees

<b>Residential</b> (including delegate fee and stay for two nights i.e. 24 <sup>th</sup> & 25 <sup>th</sup> May, 2012 in the house boat)	<b>Non-Residential</b>
<b>Members / Licentiates / Students [TS]</b> : Rs. 7000/- <b>Members / Licentiates / Students [SO]</b> : Rs. 10500/- <b>Non-members [TS]</b> : Rs. 7500/- <b>Non-members [SO]</b> : Rs. 11000/- <b>Accompanying Spouse &amp; Children above 12 years</b> : Rs. 6500/- No fees for children below 12 years (upto a maximum of 2 children) <b>TS</b> – On Twin Sharing basis (includes stay and Delegate Fee) <b>SO</b> – On Single Occupancy basis (includes stay and Delegate Fee)	<b>Members / Licentiates / Students</b> : Rs. 3500/- <b>Non-members</b> : Rs. 4000/- <b>Accompanying Spouse &amp; Children Above 12 years</b> : Rs. 3000/- No fees for children below 12 years (upto a maximum of 2 children)
Registration fee will also cover the cost of background material, tea (Friday & Saturday, May 25-26, 2012), lunch (Friday & Saturday, May 25 & 26, 2012 ) and dinner (Thursday & Friday, May 24 & 25, 2012). Accommodation on 'first come first served' basis is being arranged at Srinagar for outstation delegates. The delegate fee once paid shall not be refunded in any case.	

## Important

1. NIRC, ICSI has made special arrangements for travel of delegates by train from Delhi to Udhampur & by bus from Udhampur to Srinagar & back as per details given below.

Date of Departure	Mode of transport	From	Scheduled Time of Departure	To	Estimated Time of Arrival	Date of Arrival
23.05.12	Train No. 04033	Delhi (Sarai Rohilla Railway Station)	10.15 PM	Udhampur	08.30 AM	24.05.12
24.05.12	Bus	Udhampur	09.30 AM	Srinagar	06.30 PM	24.05.12
27.05.12	Bus	Srinagar	08.00 AM	Udhampur	05.00 PM	27.05.12
27.05.12	Train No. 04034	Udhampur	05.55 PM	Delhi (Sarai Rohilla Railway Station)	04.10 AM	28.05.12

2. The total travel cost from Delhi to Srinagar and back for delegates / participants availing the above facility would be Rs. 4500/- per person. This being a package tour offer, the date of journeys are fixed, delegates availing this service cannot change the dates of the ticket as it happens in normal railway ticketing system. The special fare offered is irrespective of the age of the passenger i.e. no special concessional price is available for children, senior citizens, differently abled persons etc.

(\* Children of the age of five year or above will be charged for To and fro travel ex Delhi by train & bus amounting to Rs. 4500.)

3. The additional cost for stay on 26th May, 2012 including food would be Rs. 3500/-
4. Delegates with chauffer driven Cars will have to pay extra charges for food arrangements of Driver during the conference. These charges have to be paid immediately on arrival.
5. Limited rooms are available on 'First Come First Served' Basis.
6. In case accommodation is not available at the house boats, the same may be booked in some other hotels subject to availability as may be decided by the organising committee.
7. The arrangement for Residential Accommodation has been made for Two Nights stay- i.e. May 24 & 25, 2012 and for delegates who will be travelling by special coach through rail arranged by NIRC, accommodation for three nights would be provided i.e. May 24-25-26, 2012.
8. Any extra stay will be charged separately by Hotel / House Boat owner directly, subject to availability of rooms.
9. Any extra facilities availed by the delegate during the stay have to be paid directly to the Hotel.

### PROGRAMME DIRECTOR

**CS Harish K Vaid**  
Council Member, The ICSI  
0120-4609361/4609000  
[harish.vaid@jalindia.co.in](mailto:harish.vaid@jalindia.co.in)

### PROGRAMME CO-ORDINATOR

**CS Rajiv Bajaj**  
Chairman, NIRC of The ICSI  
0120-2563056/ 4024500  
[rajiv.bajaj@in.panasonic.com](mailto:rajiv.bajaj@in.panasonic.com)

### PROGRAMME FACILITATOR

**CS Parvez Ahmad**  
Chairman, Srinagar Chapter  
0194-2481927  
[parvez.ahd@gmail.com](mailto:parvez.ahd@gmail.com)

The details of delegate fee are as under:

**Package – I : Non residential**

**Total Charges = Rs. 3500/-**

Delegate Fee : Rs. 3500/-

**Inclusions:** Registration fee, cost of background material and conference kit, tea (Friday & Saturday, May 25-26, 2012), lunch (Friday & Saturday, May 25 & 26, 2012 ) and dinner (Friday, May 25, 2012) ,evening get-together on May 25, 2012

**Package – II : Residential (delegates making their own travel arrangements) with 2 nights / 3 days stay arrangement**

**Total Charges = Rs. 7000/- (TS)**

(Delegate Fee : Rs. 3500/- plus Rs. 3500 for stay)

Or

**Total Charges = Rs. 10500/- (SO)**

Delegate Fee : Rs. 3500/- plus Rs. 7000 for stay (SO)

**Inclusions:** Registration fee and stay for two nights i.e. 24<sup>th</sup> & 25<sup>th</sup> May, 2012 in the house boat on twin Sharing basis, cost of background material and conference kit, tea (Friday & Saturday, May 25-26, 2012), lunch (Friday & Saturday, May 25 & 26, 2012 ) and dinner (Thursday & Friday, May 24 & 25, 2012) and evening get together on May 25, 2012.

**Package – III : Residential (delegates availing the travel arrangements made by NIRC)with 3 nights / 4 days stay arrangement**

**Total Charges = Rs. 15000/- (TS)**

(Delegate Fee : Rs. 3500/-

plus Rs. 3500 for stay for first 2 nights / days

plus Rs. 3500/- for Cost of Extra Night stay on May 26, 2012 and local sight seeing expenses

plus **To and fro** Travel Cost : Rs. 4500 ( From New Delhi to Udhampur by Train and from Udhampur to Srinagar by Bus )

Or

**Total Charges = Rs. 20,250/- (SO)**

(Delegate Fee : Rs. 3500/-

plus Rs. 7,000 for stay for first 2 nights / days

plus Rs. 5,250/- for Cost of Extra Night stay on May 26, 2012 and local sight seeing expenses plus **To and fro** Travel Cost : Rs. 4500 ( From New Delhi to Udhampur by Train and from Udhampur to Srinagar by Bus)

TS – Twin Sharing / SO – Single Occupancy

**Inclusions:** Registration fee and stay for three nights i.e. 24-25-26 May, 2012 in the house boat on twin Sharing basis/ single occupancy basis as stated above , cost of background material and conference kit, tea (Friday & Saturday, May 25-26, 2012), lunch (Friday & Saturday, May 25 & 26, 2012 ) and dinner (Thursday, Friday & Saturday, May 24-25-26, 2012), evening get together on May, 25, 2012 and To and fro travel ex Delhi by train & bus), local sight seeing on May 26, 2012.

**\* Children of the age of five year or above will be charged for To and fro travel ex Delhi by train & bus amounting to Rs. 4500.**



## Registration

The delegate registration fee is payable in advance and is not refundable for accepted nominations. The registration form duly completed along with a crossed demand draft may be sent in favour of "The Institute of Company Secretaries of India" payable at New Delhi at the following addresses:

### Saurabh Jain

*Assistant Director*  
The ICSI  
'ICSI HOUSE', 22, Institutional  
Area,  
Lodi Road, New Delhi – 110 003  
*Tel/*: 011-45341035  
[saurabh.jain@icsi.edu](mailto:saurabh.jain@icsi.edu)

### T R Mehta

*Executive Officer*  
NIRC of The ICSI  
ICSI-NIRC Building, Plot No. 4,  
Prasad Nagar, Institutional  
Area,  
New Delhi – 110 005  
*Tel/*: 011-49343002/49343003  
[tr.mehta@icsi.edu](mailto:tr.mehta@icsi.edu);  
[niro@icsi.edu](mailto:niro@icsi.edu)

### Parvez Ahmad

*Chairman*  
Srinagar Chapter of The ICSI  
S P College  
Srinagar – 190 001  
*Tel/*: 0194-2481927  
[parvez.ahd@gmail.com](mailto:parvez.ahd@gmail.com)

## Backgrounder

It is proposed to bring out a Backgrounder containing theme articles and other relevant information. Members who wish to contribute papers for publication in the backgrounder or for circulation at the Conference are requested to send the same through email to CS Saurabh Jain, Assistant Director, The Institute of Company Secretaries of India, ICSI HOUSE, 22, Institutional Area, Lodi Road, New Delhi – 110 003 at [saurabh.jain@icsi.edu](mailto:saurabh.jain@icsi.edu) with one hard copy or those sending only hard copy may send the same in duplicate on or before May 10, 2012. The paper should not normally exceed 15 typed pages. Members whose papers/articles are published in the Backgrounder of the Conference would be awarded **FOUR** Programme Credit Hours. The decision of the Institute shall be final in all respects.

## Advertisement in Souvenir

It is proposed to bring out a Souvenir containing important information, programmes, lists, etc. The Souvenir would be widely circulated to professionals, corporate and regulatory authorities. Advertisement released in the Souvenir would receive wide publicity for Products, Services and Corporate Announcements. Members/Organisations are requested to release advertisements.

The Advertisement material along with cheque / demand draft drawn in favour of 'The Institute of Company Secretaries of India' may be sent to Deputy Director, NIRC of The ICSI, ICSI-NIRC Building, Plot No. 4, Prasad Nagar, Institutional Area, New Delhi – 110 005 (*Tel/*: 011-49343002/49343003 email : [tr.mehta@icsi.edu](mailto:tr.mehta@icsi.edu); [niro@icsi.edu](mailto:niro@icsi.edu)) or The Chairman, Srinagar Chapter of The ICSI, S P College, Srinagar – 190 001 (*Tel/*: 0194-2481927 / 9810302142 email: [parvez.ahd@gmail.com](mailto:parvez.ahd@gmail.com))

## Advertisement Tariff

Colour Advertisement			Black & White Advertisement		
	Rate	Size (cms)		Rate	Size (cms)
Back Cover	Rs. 50000	18 x 24	Full Page	Rs. 4000	18 x 24
Inside Cover (Front /Back)	Rs. 40000	18 x 24	Half Page	Rs. 3000	18 x 24
Special Page	Rs. 7500	18 x 24	Quarter Page	Rs. 2000	9 x 12

## Banners

The Institute welcomes Companies and organizations to display their Banners at the venue of the Conference, which will provide wider publicity for their products / services. The tariff for display of banners is as under:

Banner near stage	:	Rs. 7500 (limited to only two banners)
Banner (L) 10' x (B) 4'	:	Rs. 4000

## Stalls

Stalls for display of products	:	Rs. 25000 per stall max. size 6' x 6'
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## Sponsorships

Principal Sponsor	:	Rs. 500000
Golden Sponsor	:	Rs. 300000
Silver Sponsor	:	Rs. 200000 (Two)
Sponsorship for Tea	:	Rs. 25000 (Four)
Sponsorship of Conference Kit	:	Rs. 1,25,000

Name/Logo of the Organizations providing Advertisement / sponsorships of Rs. 50,000 and more will be displayed on the panel of the Conference Backdrop.





## 13<sup>th</sup> NATIONAL CONFERENCE OF PRACTISING COMPANY SECRETARIES

For office Use	
Date of Receipt	Delegate Regn. No.

Dear Sir,

Please register the following person as delegate for attending 13<sup>th</sup> National Conference for Practising Company Secretaries to be held on May 25-26, 2012 at Srinagar.

Name of the Delegate : Mr. / Ms. \_\_\_\_\_ Designation : \_\_\_\_\_

Name of Spouse : Mr. / Ms. \_\_\_\_\_ Name of the Organization : \_\_\_\_\_

Address : \_\_\_\_\_

Membership No : FCS \_\_\_\_\_ ACS \_\_\_\_\_ CoP No. \_\_\_\_\_

Licentiate Membership No. \_\_\_\_\_ Student Registration No. \_\_\_\_\_

Contact Details : Tel. Nos : (Off.): \_\_\_\_\_ (Res.) : \_\_\_\_\_ (Fax): \_\_\_\_\_

E-mail : \_\_\_\_\_ Cell : \_\_\_\_\_

A demand draft / local cheque No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ favouring 'The Institute of Company Secretaries of India' payable at New Delhi is enclosed.

FOR RESIDENTIAL DELEGATES (Hotel Reservation):

No.	Name of Pax	Age	Date	Period for which booking is required	
				Check-in	Check-out
1					
2					
3					
4					

TOTAL AMOUNT Rs. \_\_\_\_\_

Yours faithfully,

(Sponsoring Authority/Delegate)

Date:

Place:



PROFORMA TO BE FILLED IN BY THE REGISTERED DELEGATES FOR AVAILING TRAVELLING FACILITIES TO SRINAGAR FROM DELHI

**13<sup>th</sup> NATIONAL CONFERENCE OF PRACTISING COMPANY SECRETARIES**

This proforma to be forwarded preferably as an attachment to the undermentioned e-mails  
**tr.mehta@icsi.edu; niro@icsi.edu**

Particulars	Response			
Name				
Address, including Mobile No. and e-mail id				
Whether residential / non-residential				
Whether accompanied by spouse, if so give the details of total no. of pax	Spouse	Children [05 years & above]	Self [Delegate]	Total Pax.

Total payment = Rs. 4500 x No. of pax. .... = Rs .....

A demand draft / local cheque No. .... dated ..... for Rs. .... favouring 'The Institute of Company Secretaries of India' payable at New Delhi is enclosed.

(Sponsoring Authority/Delegate)

Date :



# 13<sup>th</sup> NATIONAL CONFERENCE OF PRACTISING COMPANY SECRETARIES

## Sponsorship Form

To,

The Deputy Director,  
NIRC of The ICSI,  
ICSI-NIRC Building,  
Plot No. 4, Prasad Nagar,  
Institutional Area, New Delhi – 110 005

We are pleased to sponsor the following activities at the 13<sup>th</sup> National Conference of Practising Company Secretaries to be held at Srinagar on May 25-26, 2012.

1. Principal Sponsor
2. Golden Sponsor
3. Silver Sponsor
4. Sponsorship for Tea
5. Sponsorship of Conference Kit
6. Advertisement in Souvenir  
 Back Cover     Third Cover     Second Cover     Special Full Page (Colour Printing)   
 Full Page (B & W)     Half Page (B & W)     Quarter Page (B & W)
7. Banner
8. Stall
9. Any other support (e.g., Distribution of Publicity Material, Product samples, Literature, Pen/Pad etc.)

We are forwarding herewith draft / cheque for Rs. .... drawn in favour of **"The Institute of Company Secretaries of India"** payable at New Delhi.

\* The advertisement matter / art work / bromide / CD is / are enclosed / being sent separately.

Yours sincerely,

(Signature)

Sponsoring authority

Date .....

Name of the Organisation.....

Address .....

.....Pin .....

Tel. No.....

Fax No..... Email id.....

