

STUDENT COMPANY SECRETARY

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**THE INSTITUTE OF
Company Secretaries of India**

IN PURSUIT OF PROFESSIONAL EXCELLENCE

Statutory body under an Act of Parliament

GUIDELINES FOR SEEKING EXTENSION OF REGISTRATION

EXECUTIVE PROGRAMME EXAMINATION

No extension of registration will be allowed to any student if he/she has not passed/completed the Executive Programme (Inter) examination during the validity of registration period. All such students will have to seek registration *de novo* only.

PROFESSIONAL PROGRAMME EXAMINATION

- Students whose registration expires between 28th/29th February and 31st May and between 31st August and 30th November will be allowed extension of time without payment of extension of registration fee for the limited purpose of appearing in the ensuing June or December examination, respectively, as the case may be.
- Registration of a student may be extended beyond a period of five years on year-to-year basis for appearing in the Professional Programme (Final) examination:
 - if he/she has completed postal/oral coaching and has been issued with coaching completion certificate for all **modules** (groups) of the Professional Programme examination (Final) under new syllabus during the validity of the previous registration period or has passed at least **one module** (group) of the Professional Programme (Final) examination under the New Syllabus during the validity of the previous registration period as the case may be; and
 - makes an application for extension of registration period along with requisite fee within six months from the date of expiry of registration or within six weeks of the declaration of results of the last examination in which he/she appeared, whichever is later.
- Extension of registration shall be granted for one year at a time on payment of extension of registration fee of Rs. 500 per annum, arrears of fee, if any, under the previous registration and service charges @ Rs. 150 per module (group) for which the student has not been issued with the coaching completion certificate for the Professional Programme (Final).
- On the student's application for extension of registration being accepted by the Institute, the extended period will be counted in continuation of his previous registration. He/she will also continue to bear the same registration number.
- No candidate will be allowed more than two extensions including the extension, if any, already availed under old/new syllabus for completing Professional Programme (Final) examination under the new syllabus.
- A student who completes the Professional Programme (Final) examination (of the Institute) during the extended period of registration will be required to comply with the practical experience and practical training requirements as stipulated under Company Secretaries Regulations, 1982 and guidelines framed there under in this regard.
- Study material will not again be supplied on seeking extension of registration. However, it can be had on payment of Rs. 160 per subject.
- A student, on being granted extension of registration, shall be eligible to get the 'Student Company Secretary' from the month next to the month in which his application for extension of registration is accepted by the Institute.
- The Secretary - on being satisfied that application of any of the guidelines cause undue hardship to a candidate - may relax any of the said guidelines by recording reasons in writing.

GUIDELINES FOR REGISTRATION DE NOVO

(Registration *de novo* pursuant to regulation 22 read with sub-regulation (2) of regulation 24.)

(A) Guidelines for candidates seeking registration *de novo* within two years of the expiry of previous registration.

- A person whose registration has been cancelled on expiry of five-years period or otherwise may within two years of cancellation of former registration seek registration *de novo* on payment of the following fees:
 - Registration fee: Rs.1500 (w.e.f. 1.4.2008)
 - Where a student has not completed coaching for both modules (Group) of Executive Programme (Intermediate) all modules (Group) of Professional Programme (Final), balance of Rs.5,000 of the postal tuition fee if enrolled for

Executive Programme (Intermediate) or balance of Rs. 7,500, if enrolled for Professional Programme (Final), as the case may be, after adjusting the amount paid on this account earlier. However, credit for having completed coaching in a particular module (Group) may be given if the coaching completion certificate has not been issued due to invalid registration or any other reason.

- Postal tuition fee of Rs 5,000 in the case of students who have passed the Executive Programme (Intermediate) examination but not enrolled for the Professional Programme (Final).
 - Arrears of postal tuition fee, if due, under former registration where the students have been issued with coaching completion certificate(s) for both modules (Group) of Executive Programme (Intermediate) all modules (Group) of Professional Programme (Final) as the case may be.
- On the student being registered *de novo* he will be given credit for the oral or postal tuition completed during the validity of his previous registration in the corresponding paper(s) of the new syllabus. Such a student shall not be supplied with the study material afresh. Study material can however be obtained on payment of Rs. 160 per subject. Student Company Secretary will be sent free of cost during the validity period of registration *de novo* from the month subsequent to the month in which the student was registered *de novo*.

(B) Guidelines for candidates seeking registration *de novo* after two years of the expiry of previous registration.

- A person whose registration has been cancelled or has terminated on expiry of five-year period and has not sought registration *de novo* within two years of the expiry of former registration may seek registration *de novo* within 5 years of the cancellation/termination of his former registration on payment of the following fees:
 - Registration fee Rs. 1500
 - Exemption fee for
 - Foundation Programme Rs. 500
 - Executive Programme (Inter) Examination (if already passed) Rs. 500
 - Paperwise exemption fee
 - Executive Programme (Inter) Rs. 100 per paper
 - Professional Programme (Final) Rs. 100 per paper
 - Where a student has not completed coaching for both modules (Groups) of Executive Programme (Inter) all modules of Professional Programme (Final), balance of Rs. 5,000 of the postal tuition fee, if enrolled for Executive Programme (Inter) or balance of Rs. 7,500 if enrolled for Professional Programme (Final), as the case may be. However, credit for having completed the coaching in a particular module may be given if the coaching completion certificate has not been issued due to invalid registration or any other reason.
 - Rs. 7,500 in the case of students who have passed the Executive Programme (Inter) but not enrolled for the Professional Programme (Final).
 - Arrears of postal tuition fee, if due, under former registration where the students have been issued with coaching completion certificates for both modules (Group) of Executive Programme (Inter) all modules (Group) of Professional Programme (Final).
- On the student being registered *de novo*, he will be given credit for the oral or postal tuition completed during the validity of his previous registration in the corresponding paper(s) at the new syllabus. Such a student shall not be supplied with the study material afresh. Study material can however be obtained on payment @ Rs. 160 per subject. Student Company Secretary will be sent free of cost during the validity period of registration *de novo* from the month subsequent to the month in which the student was registered *de novo*.
- The registration *de novo* will be valid for a period of five years from the month in which the student has been registered *de novo*.

(C) No candidate shall be registered as a student *de novo* if he applies after five years of the expiry of the former registration. He may seek fresh registration as a student and no credit for the fees paid or examination passed under the former registration will be admissible on his registration as a fresh student under any circumstances.

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ATTENTION STUDENTS SCHEDULE OF FEES

PARTICULARS	FEES (RS.)	REMARKS
FOUNDATION PROGRAMME		
Admission Fee	1200	
Postal Tuition Fee	2400	Total Fees 3600
EXECUTIVE PROGRAMME		
Registration Fee	1500	Total Fees 7000 (For Commerce graduates)
Foundation Examination Exemption Fee	50	
Postal Tuition Fee for Executive Programme	5000	
Postal Tuition Fee for Foundation Programme (payable by Non-Commerce Graduates who are seeking exemption from passing the Foundation Programme Examination under clause (iii) of Regulation 38)	750	Total Fees 7750 (For others)
PROFESSIONAL PROGRAMME		
Postal Tuition Fee	7500	
DE-NOVO REGISTRATION		
Registration <i>De-Novo</i> Fee	1500	
Exemption from Foundation Examination Fee	500	
Exemption from Executive Programme Examination Fee	500	
EXTENSION OF REGISTRATION		
Extension of Registration Fee	500	
Service Charge for Extension of Registration	150	
EXAMINATION FEE		
Foundation Programme	875	
Executive Programme	900 (Per Module)	
Professional Programme	750 (Per Module)	
Late Fee for receipt of Examination Application	100	
Change of Examination Center/Module/Medium	100	
OTHER FEES		
Paper-wise Exemption Fee	100	
Issue of Duplicate Identity Card Fee	50	
Issue of Duplicate Pass Certificate Fee	50	
Verification of Marks Fee	100 (Per Subject)	

From the President



“Often the difference between a successful man and a failure is not one's better abilities or ideas, but the courage that one has to bet on his ideas, to take a calculated risk, and to act.”

– Maxwell Maltz

Dear Students,

You must have heard the saying ‘no venture, no gain’. Taking risk in life is sometimes important if we have to step away from average and mediocrity. Those who achieve greatness do not sit on the sidelines watching others. The greatest achievements are not made by wallflowers sitting back and waiting for others to do things. If we want to do something admirable, then we have to do things differently than what we have been doing to accomplish the desired results. Then we will be more recognized and will stand out as someone who makes things happen and gets things done. Management experts say successful people do not do different things, they do things differently. We need to step outside the comfort zone with a spirit of boldness and adventure to reach higher echelon of success that is reserved for the brave and the bold. Perhaps there would not have been a USA today if no one would have ventured out and discovered the new world. When we are not afraid to risk, we are able to try new things and ultimately learn what works best for us.

The word risk is fearsome because there is a level of uncertainty in it where we might face entirely negative consequences if things do not run smoothly. This is the most difficult part about taking risks. It is in fact this factor that keeps people away from stepping out and making the moves that could lead them to success and happiness. There is a possibility that things would not go as planned because with every risk, there is a chance that good things may or may not happen. However, we should be optimistic and look at the bright side such as success and reward rather than failure worrying and causing unnecessary stress which does not help. Preparing ourselves for the negative consequences can ease the pain if things go wrong. We should not be too optimistic. However, we must keep a reasonable level of optimism in whatever we do. It should not be too much or too little. Proper planning is a must. If we plan well and learn the difference between good and bad risk, the danger of risk can be avoided.

I am glad to inform you that the Institute has started the process of 10th ICSI National Award for Excellence in Corporate Governance for the year 2010. In this context, the Jury comprising eminent personalities under the Chairmanship of Hon’ble Justice Shri R C Lahoti, Former Chief Justice of India will meet on November 20, 2010 at New Delhi to adjudge the Award Winning companies. The Award function of ICSI National Award for Excellence in Corporate Governance is scheduled to be held on December 16, 2010 at Vigyan Bhawan, New Delhi.

Being conscious of your forthcoming December examinations, I am confident that you must have started preparing seriously for the examinations. I advise you to avoid halfhearted or peripheral approach towards the examination and prepare thoroughly so as to have comprehensive knowledge about the subject and perform as per the desired professional standards.

Chartered Secretary, as you all are aware, is a prestigious journal of the Institute. It is rated as one of the best professional journals containing information, which is extremely useful both for professionals as well as the students. You may consider

From the President

subscribing to *Chartered Secretary*, which is made available to students at a concessional rate of Rs. 300 for twelve issues. Developing the habit of regularly reading *Chartered Secretary* would provide you useful information that would enhance your knowledge as well as keep you abreast of latest developments that would also help you while preparing for the examination.

As already informed, the Institute is organizing 5th Residential Management Skills Orientation Program (RMSOP) at CCGRT Navi Mumbai commencing from November 12,-27, 2010. All final passed candidates from anywhere in India having completed TOP and 15 months Management Training or are exempted from training, are eligible to attend.

To conclude, risk is good. The more you have at stake the more prudent you have to be. If you can face the fears that would hold you back from achieving your goals, it can build your confidence. Learning to embrace possibility can make you a more positive and energetic person.

With best wishes,
November 15, 2010

Yours sincerely,



(CS VINAYAK S KHANVALKAR)

president@icsi.edu

CHANGE IN FREQUENCY OF DESPATCH OF STUDENT COMPANY SECRETARY BULLETIN

As per the existing system, the Student Company Secretary Bulletin is dispatched by post to all active regular students on monthly basis.

Keeping in view the changing times, The Council of the Institute has decided that the Student Company Secretary Bulletin (in physical form) will be sent to the students on bi-monthly basis, instead of on monthly basis, w.e.f. January 2011.

However, the academic inputs as is being covered in the Student Company Secretary Bulletin will be uploaded on the website of the Institute, viz., www.icsi.edu and the same will also be sent through e-mail on monthly basis. With this arrangement, it is expected that the students will get updated contents promptly with the latest academic developments.

All students are advised to take a note of it.

ACADEMIC GUIDANCE

SECURITIES LAWS AND COMPLIANCES/ FINANCIAL, TREASURY AND FOREX MANAGEMENT

SECOND QUARTER REVIEW OF MONETARY POLICY FOR 2010 - 11 – MAJOR HIGHLIGHTS¹

Dr. D Subbarao, Governor, The Reserve Bank of India released Second Quarter Review of the Monetary Policy on 2nd November, 2010. The major focus of the policy was on further increase in the repo and reverse repo rates by 25 basis points each. Accordingly, the repo rate stands raised to 6.25 per cent and the reverse repo rate to 5.25 per cent. The cash reserve ratio (CRR) has been left unchanged at 6 per cent of net demand and time liabilities (NDTL) of banks.

The major highlights of Second Quarter Review of Monetary Policy are as under :

Considerations behind Policy Move

The RBI has had taken into account both global and domestic macroeconomic situation in calibrating this policy move. In particular, the policy is guided by three considerations.

- i) Domestic growth drivers are robust which should help absorb to a large extent the negative impact of any slowdown in global recovery.
- ii) Inflation and inflationary expectations remain high as both demand side and supply side factors are at play. Given the spread and persistence of inflation, demand-side inflationary pressures need to be contained and inflationary expectations anchored.
- iii) Even though a liquidity deficit is consistent with our anti-inflation stance, it needs to be contained within a reasonable limit to ensure that economic activity is not disrupted.

Global Outlook

- To start with, a brief comment on the global economy. The fragile and uneven nature of the recovery and large unemployment in advanced economies raise concerns about the sustainability of the global turn around. The slowing momentum of recovery has prompted the central banks of some advanced economies to initiate (or consider initiating) a second round of quantitative easing to further stimulate private demand. While the ultra loose monetary policy of advanced economies may benefit the global economy in the medium-term, in the short-term it will trigger further capital inflows into emerging market economies (EMEs) and put upward pressure on global commodity prices.

Indian Economy

Growth

- Turning to domestic outlook, the economy is operating close to the trend growth rate, driven mainly by domestic factors. The normal South-West monsoon and its delayed withdrawal have boosted the prospects of both *kharif* and *rabi* agricultural production which should also stimulate rural demand. Most industrial and service sector indicators also point towards sustained growth.
- Taking into account the good performance of the agriculture sector, and a range of indicators of industrial production and service sector activity, the baseline projection of real GDP growth for 2010-11, for policy purposes, is retained at 8.5 per cent.

Inflation

- Notwithstanding some moderation in recent months, headline inflation remains significantly above its medium-term trend, and well above the comfort zone of the Reserve Bank. Food inflation

has not shown the expected post-monsoon moderation and has remained persistently elevated for over an year now, reflecting in part the structural demand-supply mismatches in several commodities. This has elevated inflation expectations. The risks of expectations spilling over into prices of other commodities are significant when the economy is growing close to trend. That could potentially offset the recent moderation.

- Even as non-food manufacturing inflation has moderated, it remains above its medium-term trend. The new WPI series released in September 2010 is a better representative of commodity price levels with an updated base (2004-05=100) and wider coverage of commodities. When we compare the old and new WPI series, inflation at the aggregate level over the medium-term is similar under both series, but there are differences at a disaggregated level. Inflation in primary articles, especially food articles, in the new series has been significantly higher than in the old series, whereas for manufactured products, it has been somewhat lower.
- Going forward, the inflation outlook will be shaped by three factors:
 - (i) the evolution of food price inflation;
 - (ii) global commodity prices; and
 - (iii) demand pressures stemming from sustained growth amidst tightening capacity constraints in many industries.
- On balance, inflation is expected to moderate from the present elevated level, reflecting in part, some easing of supply constraints and concerted policy action. In its July Review, the Reserve Bank made a baseline projection of WPI inflation for March 2011 of 6 per cent under the old series of WPI. The baseline projection of WPI inflation for March 2011 has been placed at 5.5 per cent under the new series. This is equivalent to 6 per cent under the old series. Effectively, this means that the Reserve Bank's inflation projection remains unchanged from that made in its July 2010 Review.

Monetary and Liquidity Aggregates

- The overall liquidity situation has been in the news over the last few weeks. The evolving situation and the underlying dynamics is the result of various factors. The present tight liquidity is a result of both structural and frictional factors. On the structural side, the deposit growth rate of the banking system has been sluggish even as the credit growth improved. On the frictional side, government cash balances had built up as a result of more than anticipated tax receipts. On top of it, there were large capital outflows on account of refund of over-subscription of Coal India IPO.
- Tight liquidity conditions are admittedly desirable from the viewpoint of inflation management, but there are legitimate concerns about the deficit as the injection through the LAF window had become too large in recent weeks, in excess of the Reserve Bank's comfort zone of (+/-) 1 per cent of NDTL
- With a view to alleviating the frictional liquidity pressure, the Reserve Bank decided to conduct a second LAF (SLAF) on a daily basis and also allowed banks to avail additional liquidity support under the LAF to the extent of up to 1 per cent of their NDTL up to November 4, 2010. In order to address the structural liquidity problem, the Reserve Bank announced an OMO for purchase of government securities amounting to Rs. 12,000 crore.
- In view of the current assessment of the growth-inflation dynamics, It is expected that monetary aggregates will evolve along the projected trajectory indicated in July Review. Accordingly, for policy purposes, RBI has retained the earlier projections of money supply (M_3) at 17 per cent and of non-food bank credit growth at 20 per cent. As always, these numbers are indicative projections and not targets.

¹ Source: RBI Press Release : 2010-2011/615 Dated 2.11.2010. Compiled by V P Sharma, Director (Academics), The ICSI.

External Sector

The external sector management has assumed a lot of importance in the recent period owing to global developments. The current account deficit in the balance of payments widened in the first quarter of 2010-11. If the current trend persists, the current account deficit as a percentage of GDP for the full year will be significantly higher than in last year. It is generally perceived that a current account deficit above 3 per cent of GDP is difficult to sustain over the medium-term. The challenge, therefore, is to rein in the deficit over the medium-term and finance it in the short-term. The medium-term task has to receive policy focus from both the Government and the Reserve Bank. The short term task is to see that the current account is fully financed while ensuring that capital flows are not far out of line with the economy's absorptive capacity and that the component of long-term and stable flows in the overall capital flows is high.

Capital Flows

In the context of today's increases in policy rates, now one may turn to another important issue. It has often been argued that the widening of interest rate differential between the domestic and international markets will result in increased debt-creating capital flows. While it is true that large interest rate differential makes investment in domestic debt instruments and external borrowings by domestic entities more attractive, there is need to keep in view three aspects in the Indian context. First, the economy's capacity to absorb capital flows has expanded as reflected in the widening of the current account deficit. Second, despite the already large differential between domestic and international interest rates, capital flows in the recent period have been predominantly in the form of portfolio flows into the equity market. This suggests that the interest rate differential is not the only factor that influences capital flows. Third, in line with our policy of preferring equity to debt-creating flows, we still maintain some controls in respect of debt flows.

Risk Factors

Some of the important risks to the growth and inflation outlook are listed as under :

- First, the main downside risk to growth emanates from the prospects of a prolonged, slow and halting recovery in advanced economies which would adversely affect the growth performance of EMEs, including India.
- Second, inflationary pressures may accentuate due to the structural component in food inflation while demand side pressures may accentuate due to capacity constraints in many industries and rising global commodity prices.
- Third, given the weak recovery, some advanced economies are in the process of resorting to another round of quantitative easing that could trigger capital flows into EMEs, including India. Large capital flows beyond the absorptive capacity of the economy could pose a major challenge for exchange rate and monetary management.
- Fourth, the widening of the current account deficit raises concerns given the uncertainty associated with international capital flows.
- Fifth, asset prices in India, as in many other EMEs, have risen sharply in a short time which is a cause for concern.

Monetary Policy Stance

The current stance of monetary policy is intended to:

- Contain inflation and anchor inflationary expectations, while being prepared to respond to any further build-up of inflationary pressures.
- Maintain an interest rate regime consistent with price, output and financial stability.
- Actively manage liquidity to ensure that it remains broadly in balance, with neither a surplus diluting monetary transmission nor a deficit choking off fund flows.

Expected Outcomes

The monetary policy actions are expected to:

- Sustain the anti-inflationary thrust of recent monetary actions and outcomes in the face of persistent inflation risks.

- Rein in rising inflationary expectations which may be aggravated by the structural nature of food price increases.
- Be moderate enough not to disrupt growth.

The exit from expansionary monetary policy since October 2009 has been calibrated on the basis of India's specific growth-inflation dynamics in the broader context of persistent global uncertainty. The Reserve Bank will continue to closely monitor both global and domestic macroeconomic conditions. RBI will take action as warranted with a view to mitigating any potentially disruptive effects of lumpy and volatile capital flows and sharp movements in domestic liquidity conditions, consistent with the broad objectives of price and output stability.

Based purely on current growth and inflation trends, the Reserve Bank believes that the likelihood of further rate actions in the immediate future is relatively low. However, in an uncertain world, we need to be prepared to respond appropriately to shocks that may emanate from either global or domestic environment.

Developmental and Regulatory Policies

As regard the developmental and regulatory issues are concerned, the thrust of the regulation by the Reserve Bank in recent years has not only been on strengthening the financial system, but also on developing financial markets, promoting financial inclusion, improving credit delivery, especially to the SME sector, improving customer service and strengthening the payment and settlement systems. The Reserve Bank, therefore, will continue to pursue reforms in these areas so as to enhance the efficiency and stability of the financial system.

Measures Undertaken or Planned in this Area

Financial Stability

- Releasing the second financial stability report in December 2010. Going forward, financial stability report will be published in June and December every year.

Interest Rates

- Preparing a discussion paper, which will delineate the pros and cons of deregulating the savings bank deposits interest rate.

Financial Market Products

- Permitting settlement of repo in corporate bonds on a T+0 basis in addition to the existing T+1 and T+2 basis.

Credit Delivery and Financial Inclusion

- Allowing regional rural banks (RRBs) to open branches in tier 3 to tier 6 centres as identified in the Census 2001 (with population up to 49,999), subject to fulfilling certain conditions.
- Opening sub-offices of the Reserve Bank in the remaining six states of the North East, viz., Arunachal Pradesh, Nagaland, Manipur, Mizoram, Tripura and Meghalaya, in a phased manner.
- Initiating several measures to strengthen the role of urban co-operation banks (UCBs) such as:
 - i) extending area of their operations;
 - ii) liberalising branch licensing policy for well managed and financially sound UCBs;
 - iii) allowing well managed and financially sound UCBs to engage business correspondents (BCs)/business facilitators (BFs);
 - iv) allowing licensed UCBs the facility of INFINET membership, current and SGL accounts with the Reserve Bank; and
 - v) allowing RTGS membership to well managed and financially sound UCBs having a minimum net worth of Rs. 25 crores.

Regulatory Measures

- Prescribing the loan to value (LTV) ratio of not exceeding 80 per cent in respect of housing loans hereafter.
- Increasing the risk weight for residential housing loans of 75 lakh and above, irrespective of the LTV, to 125 per cent.
- Increase the standard asset provisioning by commercial banks for all housing loans with teaser rates to 2 per cent.

- Stipulating prudential limits to regulate the investments of banks in companies engaged in forms of business other than financial services. Banks will be required to review their investments in such companies and be compliant with the guidelines as per the roadmap to be laid down.
- Implementing the recommendations of the Internal Group on Supervision of Financial Conglomerates (FCs) on (i) capital adequacy for FCs; and (ii) intra-group transactions and exposures in FCs.
- Taking appropriate steps to fully align the corporate governance practices in banks in India with the principles enunciated by the Basel Committee on Banking Supervision (BCBS).
- Issuing final guidelines on compensation practices by banks by end-December 2010.
- Putting the draft guidelines on licensing of new banks in public domain by end-January 2011 for public comments.

Institutional Measures

- Increasing the threshold limit for real time gross settlement system (RTGS) transactions from the present limit of ` 1 lakh to ` 2 lakh.
- Accepting the report of the Group on next generation RTGS.
- Planning the next roll out of cheque truncation system in March 2011 at Chennai.

Discussions with banks

Banks welcomed the Reserve Bank's policy stance. They agreed that the monetary measures announced by the Reserve Bank were appropriate in the current domestic growth-inflation dynamics. Apart from monetary measures, discussions with banks focused on four specific issues, *i.e.*, (i) liquidity situation; (ii) housing credit, price and risk; (iii) customer service; and (iv) external sector management. While appreciating the liquidity easing measures announced recently, banks indicated that steps are required to ease structural liquidity. Welcoming the stipulation of the loan to value ratio and increased risk weight in housing loans, some banks felt that the practice of offering lower interest rates in the initial period of housing loans cannot be equated with teaser loans as the risk in such loans is not different from those offered at floating rate loans. Banks reiterated that they will continue to strive for improved customer service. Banks shared the Reserve Bank's concern that the component of stable capital flows in the overall flows should be increased to address the concerns of financing the widening current account deficit."

ECONOMIC AND LABOUR LAWS

Amendments in Labour Laws²

Recently changes have been inserted by the amendments made to various labour and Industrial laws which have come into force. These legislations are:

- Payment of Gratuity Act, 1972
- Employees State Insurance Act, 1948
- Workmen's Compensation Act, 1923
- Employees' Provident Funds and (Miscellaneous Provisions) Act, 1952

The amendments made to the Acts mentioned above are applicable for the Dec 2010. Students are advised to take note of these amendments and prepare accordingly.

It is clarified for the information of the students that only those amendments have been mentioned which are applicable to our study material.

Payment of Gratuity Act, 1972

The Payment of Gratuity Act has been amended from time to time to bring it in tune with the prevailing situation. Recently the Act has been amended twice to enhance the ceiling on amount of gratuity

from Rs.3.50 lakh to Rs.10 lakh as well as to widen the scope of the definition of "employee" under section 2 (e) of the Act. These amendments have been introduced by the Payment of Gratuity (Amendment) Act, 2010 with effect from May 24, 2010 and the Payment of Gratuity (Amendment) Act, 2009 with effect from April 3, 2007 respectively.

The definition of "employee" under section 2 (e) of the Act has been amended by the Payment of Gratuity (Amendment) Act, 2009 to cover the teachers in educational institutions retrospectively with effect from 3rd April, 1997. The amendment to the definition of "employee" has been introduced in pursuance to the judgment of Supreme Court in **Ahmedabad Private Primary Teachers' Association v. Administrative Officer, AIR 2004 SC 1426**. The ceiling on the amount of gratuity from Rs.3.50 lakh to Rs.10 lakh has been enhanced by the Payment of Gratuity (Amendment) Act, 2010.

Accordingly in Study Lesson XVII of the ELIL study material on Payment of Gratuity Act, 1972 (Executive Programme) the following changes (indicated in italics) at Page No 607, 610 and 614 should be noted.

Who is an Employee? (Page No. 607)

According to Section 2(e) as amended by the Payment of Gratuity (Amendment) Act, 2009 "*employee*" means any person (*other than an apprentice*) who is employed for wages, whether the terms of such employment are express or implied, in any kind of work, manual or otherwise, in or in connection with the work of a factory, mine, oilfield, plantation, port, railway company, shop or other establishment to which this Act applies, but does not include any such person who holds a post under the Central Government or a State Government and is governed by any other Act or by any rules providing for payment of gratuity.

Amount of Gratuity Payable (Page No. 610)

Gratuity is calculated on the basis of continuous service as defined above *i.e.* for every completed year of service or part in excess of six months, at the rate of fifteen days wages last drawn. *The maximum amount of gratuity allowed under the Act is Rs. 10 lakh. The ceiling on the amount of gratuity from Rs.3.50 lakh to Rs.10 lakh has been enhanced by the Payment of Gratuity (Amendment) Act, 2010.*

Likewise the amount of *Rs.3.5 lakh* should be read as *Rs.10 lakh* under the *Compliance to the Act* as well as under the *Lesson Round-up at page 614* respectively.

Employees State Insurance Act, 1948

In ESI Act, 1948 changes have been introduced by the ESI Amendment Act 2010 which have come into force with effect from 01-06-2010.

Accordingly in Study Lesson XIX on Employees State Insurance Act, 1948 the following changes (indicated in italics) should be noted.

Introduction (Page No. 634)

The ESI limit has been revised. Ministry of Labour and Employment has increased the scope of Employee State Insurance Act, 1948 vide notification dated 20.04.2010. Now employee taking salary up to Rs 15000/- (increased from 10000) are covered under ESI Act, 1948.

The coverage under the ESI Act at present is restricted to employees drawing wages not exceeding *Rs. 15,000 per month*.

Dependent (Page No. 634)

Clause (i) and (ii) of the definition of the dependent under Section 2(6A) of the Act should be read as:

(i) a widow, a *legitimate* or adopted son *who has not attained the age of twenty-five years*, an unmarried legitimate or adopted daughter,

(ii) if wholly dependent on the earnings of the insured person at the time of his death, a legitimate or adopted son or daughter who has attained the *age of 25 years* and is infirm;

2. Prepared by Archana Kaul, Assistant Director (A&PD), The ICSI.

Employee (Page No. 636)

The clause (iii) of the definition should be read as :

and includes any person employed for wages on any work connected with the administration of the factory or establishment or any part, department or branch thereof, or with the purchase of raw materials of, or the distribution or sale of the product of the factory or establishment; or any person engaged as an apprentice, not being an apprentice engaged under Apprentices Act, 1961 and includes such person engaged as apprentice whose training period is extended to any length of time, but does not include:

“Family” (Page No. 637)

In the definition of the “family” under Section 2(11), a new clause (vi) has been inserted and changes have been made to existing clause (v).

Clause (v) of the definition should be read as

(v) dependent parents *whose income from all sources does not exceed such income as may be prescribed by the Central Government.*

The new clause inserted is as follows:

(vi) *In case the insured person is unmarried and his or her parents are not alive, a minor brother or sister wholly dependant upon the earnings of the insured person.]*

Factory (page No. 638)

The definition of factory under section 2(12) of the ESI Act has been replaced by the following definition:

“Factory” means any premises including the precincts thereof whereon ten or more persons are employed or were employed on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on or is ordinarily so carried on, but does not including a mine subject to the operation of the Mines Act, 1952 or a railway running shed.

The Workmen's Compensation Act, 1923

The Workmen's Compensation Act, 1923 has been renamed as “The Employees' Compensation Act, 1923” and the term “workman” or “workmen” as “employee” and “employees” for making the Act gender neutral. The amendment has been brought about by the Workmen's Compensation (Amendment) Act, 2009 w.e.f January 18, 2010. .

Accordingly the Study Lesson XX on Workmen's Compensation Act, 1923 should be read as “The Employees' Compensation Act, 1923” and the words “workman” or “workmen” wherever they occur should be read as “employee” and “employees” respectively. The following changes (indicated under italics) should be noted.

Definitions (Page 649)

A new clause (dd) has been inserted after the definition of “dependant” under section 2(1)(d). Under the new clause (dd) the word “employee” has been defined as under:

(ii) Employee [Section 2(1) (dd)]

As per the clause (dd)

“Employee” means a person, who is—

(i) *a railway servant as defined in clause (34) of section 2 of the Railways Act, 1989 (24 of 1989), not permanently employed in any administrative district or sub-divisional office of a railway and not employed in any such capacity as is specified in Schedule II; or*

(ii) (a) *a master, seaman or other members of the crew of a ship,*

(b) *a captain or other member of the crew of an aircraft,*

(c) *a person recruited as driver, helper, mechanic, cleaner or in any other capacity in connection with a motor vehicle.*

(d) *a person recruited for work abroad by a company,*

and who is employed outside India in any such capacity as is specified in Schedule II and the ship, aircraft or motor vehicle, or company, as the case may be, is registered in India; or

(iii) *employed in any such capacity as is specified in Schedule II, whether the contract of employment was made before or after the passing of this Act and whether such contract is expressed or implied, oral or in writing; but does not include any person working in the capacity of a member of the Armed Forces of the Union; and any reference to any employee who has been” injured shall, where the employee is dead, include a reference to his dependants or any of them;”;*

(ii) *clause (n) shall be omitted.*

Workman (Page No. 650)

Clause (n) defining “workman” has been omitted.

(i) Appointment of Commissioners (Page No. 668)

In Section 20 dealing with appointment of Commissioners the following changes have been made.

The State Government may, by notification in the Official Gazette, appoint any person who is or has been a member of a State Judicial Service for a period of not less than five years or is or has been for not less than five years an advocate or a pleader or is or has been a Gazetted Officer for not less than five years having educational qualifications and experience in personal management, human resource development and industrial relations to be a Commissioner for Workmen's Compensation for such area as may be specified in the notification. Where more than one Commissioner has been appointed for any area, the Government may by general or special order regulate the distribution of business between them. Every Commissioner shall be deemed to be a public servant within the meaning of the Indian Penal Code. (Section 20)

At Page No. 670

After Section 25, a new Section 25A providing time limit for disposal of cases relating to compensation has been inserted. Section 25A is given herein below:

Time Limit for disposal of cases relating to compensation—Section 25A

As per Section 25A, “the Commissioner shall dispose of the matter relating to compensation within a period of three months from the date of reference and intimate the decision in respect thereof within the said period to the employee”.

Employees' Provident Funds and (Miscellaneous Provisions) Act, 1952

(C) *Employees' Deposit-Linked Insurance Scheme (Page No.627)*

The Ministry of Labour and Employment vide notification dated 18.06.2010 has increased the life insurance benefits of Pension Fund employees to Rs. 1 lakh under the Employees Deposit linked Insurance scheme (EDLI).

The changes (indicated under italics) at Point No. 5 of the Scheme reproduced herein below should be noted:

5. *Payment of assurance benefit:* In case of death of a member, an amount equal to the average balance in the account of the deceased during the preceding 12 months or period of membership, whichever is less shall be paid to the persons eligible to receive the amount or the Provident Fund accumulations. In case the average balance exceeds Rs. 50,000, the amount payable shall be Rs. 50,000 plus 40% of the amount of such excess subject to a ceiling of Rs. one lakh.

GOVERNANCE, BUSINESS ETHICS AND SUSTAINABILITY

UPDATES³

Guidelines on Corporate Governance for Central Public Sector Enterprises, 2010

In integrated world economy, good governance practices are of utmost importance for accessing the capital markets and building shareholder confidence. Governance of State-owned enterprises becomes all the more important because of the utilization of sovereign funds in multinational operations.

Considering this and to bring in more transparency and accountability in the functioning of CPSEs, the Government in June, 2007 introduced, for an experimental period of one year, the Guidelines on Corporate Governance for CPSEs. These Guidelines were of voluntary nature. Since the issue of these guidelines, the CPSEs have had the opportunity to implement them from the financial year 2008-09. These Guidelines have been modified and improved upon based on the experience gained during the experimental period of one year. The Government felt the need for continuing the adoption of good Corporate Governance Guidelines by CPSEs for ensuring higher level of transparency and decided to make these Guidelines mandatory and applicable to all CPSEs. Accordingly, Department of Heavy Industries and Public Enterprises, Government of India revised and issued Guidelines on Corporate Governance for Central Public Sector Enterprises, on May, 14th 2010 ; vide Office memorandum No. 18(8)/2005-GM.

Applicability

For the purpose of the guidelines the public sector enterprises have been categorized in two groups; (a) listed entities and (b) Non-listed entities.

CPSEs listed on Stock Exchanges

All listed CPSEs are required to follow the SEBI Guidelines on Corporate Governance. In addition, they shall follow those provisions of these Guidelines which do not exist in the SEBI Guidelines and also do not contradict any of the provisions of the SEBI Guidelines.

Non-listed CPSEs

Each CPSE should strive to institutionalize good Corporate Governance practices broadly in conformity with the SEBI Guidelines. The guidelines provide that the provisions shall also be applicable to all the unlisted CPSE's on mandatory basis.

The guidelines were formulated to protect the interest of shareholders and relevant stakeholders. Corporate Governance is about management's commitment to values, ethical business conduct, transparency that makes a distinction between personal and corporate funds in the management of a company. According to the guidelines, Corporate Governance is a set of accepted principles by management of the inalienable rights of the shareholders as a true owner of the corporation and of their own role as trustees on behalf of the shareholders.

Highlights of Guidelines

It has been observed that many of the provisions of the Guidelines are similar or same as the requirements under Clause 49 of the Listing Agreement.

Guidelines provide that a company shall have *optimum combination* of Functional, Nominee and Independent Directors on the Board. It provides that in case of a CPSE listed on the Stock Exchanges and whose Board of Directors is headed by an Executive Chairman, the number of Independent Directors shall be at least 50% of Board Members; and in case of all other CPSEs at least one-third of the Board Members should be Independent Directors. The number of Nominee Directors appointed by Government/other CPSEs shall be restricted to a maximum of two.

The guidelines lays that the Board shall meet at least once in every three months and at least four such meetings shall be held every year. Further, the time gap between any two meetings should not be more than three months, whereas, Clause 49 prescribes that the board shall meet at least four times a year, with a maximum time gap of four months between any two meetings.

The Board should have a formal statement of *Board Charter* which clearly defines the roles and responsibilities of the Board and individual Directors. The company concerned shall undertake training programme for its new Board members, they shall also be imparted training on Corporate Governance, model code of business ethics and conduct applicable for the respective Directors.

The Board shall lay down a *code of conduct* for all Board members and senior management of the company. The code of conduct shall be circulated and also posted on the website of the company. All Board members and senior management personnel shall affirm compliance with the code on an annual basis. The Annual Report of the company shall contain a declaration to this effect signed by its Chief Executive.

A Director of the company shall not be a member in more than 10 committees or act as Chairman of more than five committees across all companies in which he is a Director.

The Audit Committee shall have minimum three Directors as members. Two-thirds of the members of audit committee shall be Independent Directors. The Chairman of the Audit Committee shall be an Independent Director. The Audit Committee should meet at least four times in a year and not more than four months shall elapse between two meetings. The quorum shall be either two members or one third of the members of the Audit Committee whichever is greater, but a minimum of two independent members must be present.

Details of *material individual transactions with related parties* or others, which are not on an arm's length basis, should be placed before the Audit Committee, together with Management's justification for the same.

Each CPSE shall constitute a *Remuneration Committee* comprising of at least three Directors, all of whom should be part-time Directors (i.e. Nominee Directors or Independent Directors). The Committee should be headed by an Independent Director. CPSE will not be eligible for Performance Related Pay unless the Independent Directors are on its Board. Remuneration Committee will decide the annual bonus/variable pay pool and policy for its distribution across the executives and non unionized supervisors, within the prescribed limits

It is important here to note that some aspects of Corporate Governance are controlled and regulated by different in authorities for a particular public sector enterprises such as (a) the Chairman, Managing Director and Directors are appointed independently through a prescribed procedure; (b) Statutory auditors are appointed independently by the C&AG; (c) Arbitrary actions, if any, of the Management can be challenged through writ petitions; (d) Remuneration of Directors, employees, etc. are determined on the basis of recommendations of Pay Committees constituted for this purpose; (e) Right to Information Act, 2005 is applicable to all Public sector enterprises.

There shall be a *separate section on Corporate Governance* in each Annual Report of company, with details of compliance on Corporate Governance.

The CPSEs are required to submit quarterly progress reports, within 15 days from the close of each quarter, in the prescribed format to respective Administrative Ministries/ Departments. The Administrative Ministries will consolidate the information obtained from the CPSEs and furnish a comprehensive report to the DPE by 31st May of every financial year on the status of compliance of Corporate Governance Guidelines during the previous financial year by the CPSEs under their jurisdiction.

The revised Guidelines on Central Public Sector Enterprises are available on DPE website ([url-http://dpe.nic.in/newsite/gcgcpcse2010.pdf](http://dpe.nic.in/newsite/gcgcpcse2010.pdf))

3. Prepared by Disha Kant, Management Trainee under the guidance of Banu Dandona Assistant Director, The ICSI.

TAX UPDATES

(Applicable for December 2010 Examination and onwards)

The exemption limit of gratuity has been increased from Rs.3,50,000 to Rs.10,00,000 vide Notification No. 43/2010 dated 11.06.10 for employees who retire/die on or after 24.05.10. The notification has been reproduced below:

MINISTRY OF FINANCE
(Department of Revenue)
(CENTRAL BOARD OF DIRECT TAXES)
Notification No. 43/2010
New Delhi, the 11th June, 2010
(Income Tax)

S.O. 1414(E).- In exercise of the powers conferred by sub-clause (iii) of clause (10) of Section 10 of the Income Tax Act, 1961(43 of 1961), and in supersession of Ministry of Finance, Department of revenue, notification No. S.O. 287 dated the 20th January, 1999 the Central Government having regard to the maximum amount of any gratuity payable to employees, hereby specifies ten lakh rupees as the limit for the purpose of the said sub-clause in relation to the employees who retire or become incapacitated prior to such retirement or die on or after the 24th day of May, 2010 or whose employment is terminated on or after the said date.

[Notification No.43/2010/F.No.200/33/2009-ITA-I]
PADAM SINGH, Under Secy.

ATTENTION STUDENTS!

Applicability of the latest Finance Act and other changes for Company Secretaries December, 2010 Examination.

DIRECT TAXES

All students may note that for the December 2010 Examination Session in respect of Direct Taxes the applicable Assessment Year shall be 2010-11 (Previous Year 2009-10). Thus, they will have to study Finance Act, 2009 for December 2010 Examination. Further as per the Syllabus (of Executive Programme and Final or Professional Programme) students are required to update themselves about all the Circulars, Clarifications, Notifications, etc., issued by the CBDT & Central Government, which come into effect on or before six months prior to the date of the respective examinations.

Gift Tax Act has been excluded from the scope of the examination from June 1999 session onwards unless otherwise informed.

INDIRECT TAXES

Students appearing in the 'Tax Laws' (Indirect Tax Portion to the extent of topics covered in the syllabus, of 'Executive Programme') and Direct and Indirect Taxation— Law and Practice (Final Course) or Advanced Tax Law and Practice (Professional Programme) respectively may take note of the following changes applicable for December 2010 Examination.

- All changes made by the Finance Act, 2010.
- All Circulars, Clarifications/Notifications issued by CBEC/ Central Government which became effective six months prior to the date of examination.

Attention Students

In accordance with the Guidelines for Apprenticeship Training by Company Secretaries, 1985, the Company Secretaries in Practice imparting training to the students are required to pay a minimum stipend of Rs.500/- per month. The Training & Educational Facilities Committee of the Council in its 94th Meeting held on 4th November, 2009, has increased the minimum stipend from Rs. 500/- (Rupees five hundred only) to Rs. 2000- (Rupees two thousand only) per month.

ATTENTION STUDENTS !

DISCONTINUATION OF ISSUE OF PASS CERTIFICATES TO FOUNDATION/EXECUTIVE PROGRAMME PASS STUDENTS

In accordance with the decision taken by the Council of the Institute recently, it is brought to the notice of the student community that henceforth (i.e. from June, 2010 Examination Session onwards), Pass Certificates will be issued only to such students who pass Final Course/Professional Programme. However, Mark Sheets will continue to be issued to students of all stages viz. Foundation, Executive and Professional Programmes as per existing practice.

Concession in Registration Fee / Examination Fee for Physically Handicapped Students

As a social welfare measure, the Council of The Institute has decided to grant further concession in Registration Fee / Examination Fee to physically handicapped students with effect from 1st July 2010, as per details given below :

Registration Fee for Physically Handicapped Students

Stage	Registration Fee to be paid by Physically handicapped students :
Foundation Programme	Only Registration Fee will be charged (At present, Registration Fee is Rs.1200)
Executive Programme	Only Registration Fee will be charged (At present, Registration Fee is Rs.1500)
Professional Programme	Only Registration Fee will be charged (At present, Registration Fee is NIL)

Examination Fee for Physically Handicapped Students

Stage	Examination Fee to be paid by Physically handicapped students :
Foundation, Executive & Professional Programme	25% of the fee applicable to general candidates.

The above concession would be granted subject to the following guidelines: -

- The concerned students should submit a certificate issued by a Physician / Surgeon/ Oculist working in a State/ Central Government to the effect of permanent physical disability (including blindness),
- The following shall be regarded as permanent physical disability :-
 - permanent physical disability of more than 50% in one limb; or
 - permanent physical disability of more than 60% in two or more limbs; or
 - permanent deafness with hearing impairment of 70 decibels and above; or
 - permanent and total loss of voice.
- Blindness shall be regarded as permanent physical disability, if it is incurable and falls in any of the categories specified namely : -
 - 6/60 to 1/60
 - or field of vision 110-2
 - 3/60 to 1/60
 - or field of vision 100
 - FC at 1 foot to Nil
 - or field of vision 100
 - Total absence of sight

It is clarified that all other services shall be available **on full payment basis** as applicable to general category students.

LEGAL WORLD

CORPORATE LAWS

LW(S) 59.11.2010

PHILLIPS CARBON BLACK LIMITED & ORS v. ANIL KUMAR PODDAR & ANR [CAL]

Case No: GA No. 938 of 2010 GA No. 2768 of 2010 CS No. 67 of 2010

Sanjib Banerjee, J. [Decided on 14/09/2010]

Companies Act, 1956 - Sections 163, 163(3) and 163(6) - request for inspection or supply of copies of records - Company rejects on the ground of improper motive - whether correct - Held, No.

Brief facts: The defendants are the shareholders in the plaintiff company. They requested for the supply of certain documents. Plaintiffs impute improper motive to the original defendants in their seeking to obtain copies or inspection of records that the Companies Act, 1956 permits them to ask for. The plaintiffs suggest that the requests made by the original defendants are mala fide, made with ulterior motive and there is no legal compulsion on the plaintiff companies to accede thereto.

Decision: Applications & Suit dismissed.

Reason: Section 163 stands apart from the other provisions under which requests have been made by the original defendants. Section 163(3) permits any person to make extracts from the relevant documents or require copies thereof against payment. Section 196 confers a right to a member of a company to obtain copies of minutes of general meetings of a company. Similarly, Section 301 of the Act allows a member of the relevant company to inspect the register of contracts and make extracts therefrom and Section 372A also recognizes a member's right to inspect and make extracts from the register recording investments or loans made and guarantees given or security furnished to or for another body corporate.

The provision now found in Section 163(6) of the Act was not originally a part of the comparable section in the 1913 Act. It was introduced by way of an amendment in the 1930s. The similar provision did not find place in the statute in England when the Davies decision was rendered but also was subsequently introduced. Neither side here has attempted to throw any light as to the mischief which the provision had intended to remedy. The right of a shareholder that is now reflected in Section 163(3) of the 1956 Act was also there in the previous Act of 1913 from its inception. There is nothing that the parties have brought to bear as to whether the provision that is contained in Section 163(6) of the Act was introduced to dilute the seemingly absolute obligation of a company to accede to a request under the provision reflected in Section 163(3) of the Act or whether it was introduced to further the legal right in preference to the common law principle that the right conferred could only be exercised in the interest of the company or its shareholders. There is an apparent dichotomy in the use of "shall" in Section 163(3) and the use of "may" in Section 163(6) of the Act. If it is the intention that a company has to comply with a request for copies or extracts of the relevant records, then the word "may" in the context of compelling a company to comply with its statutory obligation would rob the absoluteness of the statutory command in Section 163(3) of the Act. On the other hand, if the statutory dictate implied in the word "shall" in Section 163(3) is as rigid as it appears, there can be no situation in which a company would be permitted to not comply with the request.

The word "may" in sub-section (6) of Section 163 of the Act may have been used to cover several unusual situations. There may be cases where it would be useless to make an order directing the company to make available the records because the request may have been complied with between the time that the application is made and it is heard; where it is physically impossible for the company to comply with the request because of circumstances beyond the control of the company, say destruction by fire. But the strength of the authorities would show that there is an element of discretion, however narrow, still available to the authority receiving an application for compelling

a company to comply with the request. It has, per force, to be an exceptional case for the authority to exercise its discretion against the person seeking to compel the company to make available the material; it may be made only in the most rare of cases.

What is of importance is that the extent of the discretion available under Section 163(6) may not be the test in the present case; at any rate, in respect of the requests made under Sections 196, 301 and 372A of the Act. It is not the person who made the request to the company who has come to court to compel the company to comply with the demand. Indeed, if the person making the request to the company were to come to court, the court would ordinarily direct such person to the forum recognized by the statute and not usurp the authority in every case. The present action is brought by companies seeking to deny the request made by the original defendants.

There is a qualitative difference between Sections 163 and 196 on the one hand and Sections 301 and 372A on the other. Both Sections 163 and 196 carry a provision for the implementation of the right to obtain copies or inspect records there under. That is in addition to the criminal consequences that may visit the officer of the company who is in default. Sections 301 and 372A carry the penal provision and stipulate that the provision of Section 163 would apply to the procedure for obtaining copies or making extracts, but do not specifically provide for either the manner or a forum for the enforcement of the right. The word "shall" in all the relevant sections coupled with the penal provision for failure on the part of the company to comply with the statutory mandate make it obvious that a request made in terms of the provisions has to be complied with. The word "may" in the provision in Sections 163 and 196 of the Act in the matter of implementation of the right to obtain copies or make extracts or inspect records there under undeniably confers an element of discretion to the authority specified therein, but it cannot be inferred that the refusal or default on a company's part to comply with the statutory mandate will be easily condoned.

What the plaintiffs say in the present case is that the requests under the various provisions were made by the original defendants following the plaintiffs' refusal to give in to the extortionist demands of the original defendants that the plaintiffs book advertisements in the first defendant's periodical. The first defendant has denied the allegation. The plaintiffs' argument in the present case, if accepted, would turn the provisions on their head. The appropriate question is not why should the request be acceded to, but why should it not be complied with. The plaintiffs do not furnish any particulars as to the circumstances in which the initial demands were made by the original defendants for advertisements to be issued in the first defendant's periodical. There is nothing said in the petition as to which officers of the plaintiff companies had been approached by the original defendants. There is no affidavit produced from any officer of any of the plaintiff companies detailing the demands allegedly made or the threats allegedly held out by the original defendants. It is a vague charge that has been made and when assessing a statement on oath against a denial thereof on oath on affidavit evidence, there is something more asked of the plaintiff that these plaintiffs have failed to discharge.

The test is not, as the plaintiffs suggest, that the requisitioner must have a justification for making the request; the test is for the company to demonstrate that the request is for a corrupt purpose. The provisions that are relevant for the purpose of the present proceedings further transparency in corporate governance and cannot be ordinarily stultified on a vague charge of extortion. As to what would amount to corrupt motive on the part of a requisitioner would depend on facts, but such motive is not to be easily inferred. It would amount to corrupt or improper motive worthy of denial of the request if the requisitioner is shown to cause serious prejudice to the company or its members or officers or if the request otherwise appears to be immoral and opposed to public policy. Prima facie, the plaintiffs have not been able to demonstrate that there is any corrupt motive in the original defendants' requests made under the relevant statutory provisions.

LW(S) 60.11.2010

YOGESHWARI KUMARI v. INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA & ANR. [Del]

Case No: LPA 455/2010

Dipak Misra, CJ & Manmohan, J. [Decided on 13/09/2010]

Companies Act, 1956 - Sections 226(3) (b), 397, 398 read with Section 21 of the Chartered Accountants Act, 1949 - Statutory

auditor of subsidiary company is a director of the holding company - Whether this is a professional misconduct - Held, No.

Brief facts: The appellant is the daughter of late Highness Maharana Bhagwat Singhji Mewar who was the promoter of two companies, namely, Lake Palace Hotels and Motels Pvt. Ltd. (LPHM) and Lake Shore Palace Hotels Pvt. Ltd. (LSPH). LSPH holds 49% equity shares in LPHM. The appellant is a shareholder of LSPH as well as LPHM and, therefore, claims to be interested in the affairs and management of both the said companies. The respondent no.2, a Chartered Accountant, is the auditor of LPHM. The appellant filed a complaint under Section 21 of the Chartered Accountants Act, 1949 (for brevity 'the CA Act') against the respondent No.2 before the Council of the Institute of Chartered Accountants of India (ICAI) alleging that the respondent No.2 had violated the code of conduct of Chartered Accountants as formulated by the ICAI as well as the circular No.14/51/62-PR of the Department of Company Affairs. It was alleged that the partnership firm of the respondent No.2 was the statutory auditor of LPHM which was a subsidiary of LSPH and, therefore, while continuing to be an auditor of LPHM, he could not have acted as a Director of LSPH. It was urged that the said continuance constituted 'professional misconduct' as specified in the First and Second Schedules to the 1956 Act. On the said complaint, comments were invited by the ICAI from the respondent No.2 and thereafter, a rejoinder was filed by the present appellant. The ICAI in its meeting dated 10.10.2007 expressed the prima facie opinion that the respondent No.2 was not guilty of professional or other misconduct. The said order was called in question under Article 226 of the Constitution of India in the writ court which rejected the contention. The appellant appealed to the Division bench under Letters Patent.

Decision: Appeal dismissed.

Reason: On a perusal of Clause (11), it is quite vivid that the respondent No.2 was not a whole-time director of LSPH; he was not engaged in any business or occupation and, therefore, the First part of the Clause does not get attracted to his case. As far as the proviso is concerned, a Chartered Accountant is not disentitled from becoming a director of a company. The only rider is that he should not be interested in such company as an auditor. The terms which have been laid emphasis upon and correctly so are "such company" and the respondent No.2 is not the auditor of LSPH. He is the auditor of LPHM which is a separate corporate entity. Regard being had to the concept of different juris entity and keeping in view the concept of disqualification which has to be strictly construed, we are of the considered opinion that the analysis made by the learned Single Judge is absolutely impeccable.

The second aspect that arises for consideration is whether the circular issued by the Department of Company Affairs has its own connotation. On a scanning of the anatomy of the aforesaid circular, it is luculent that a practicing Chartered Accountant who is connected with the management of a particular company or acts as an auditor of the company should not be employed as a tax or financial advisor of a company in the same group. Whether the respondent No.2 could have been so appointed or not regard being had to the concept of desirability is the subject matter of controversy which is pending for adjudication before the High Court of Rajasthan. It is worth noting that the disqualification in terms of Sections 226(3) and 226(4) of the 1956 Act would depend upon the decision of the Rajasthan High Court. The ICAI ought not to have ventured into the same and judicial propriety warranted that the learned Single Judge also should not have entranced into the said arena and rightly he has not done so.

In view of our preceding analysis, we concur with the view expressed by the learned Single Judge and the inevitable result is the dismissal of the appeal in limine which we direct.

WL(S) 61.11.2010

SUNDARAM FINANCE LTD v. SECURITIES AND EXCHANGE BOARD OF INDIA [SAT]

Case No: Appeal No. 69 of 2010

N. K. Sodhi (PO), Samar Ray & P. K. Malhotra (MM).[Decided on 16/09/2010]

Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 1992 - Regulations 13(4), 13(6) - Status of senior vice president of the company - Acquisition of Shares by

senior vice president - Not disclosed - whether he is an "officer" within the meaning of the Regulations - Held, Yes.

Brief facts: Sundaram Finance Limited (for short the company) is the appellant before us whose shares are listed on the National Stock Exchange of India Limited and the Bombay Stock Exchange Limited Mumbai (hereinafter called NSE and BSE respectively). One Harsha Vijji is the Senior Vice President of the company and he purchased 7533 shares of the company for Rs.18.24 lacs during the period from October 13, 2008 to October 16, 2008. He already held 1.19 percent of the share capital of the company under the head "promoter's category". With the purchase of 7533 shares, the shareholding percentage of Harsha Vijji changed. By letter dated October 10, 2008 he sought pre-clearance from the company and got the same for the purchase of 7600 shares. After the purchase of the shares, he intimated the company on October 17, 2008 regarding the completion of purchase of 7533 shares. It is alleged that upon receipt of this information from Harsha Vijji the company did not disclose to the stock exchanges the information received from him. Apart from Harsha Vijji, the shares of the company had been purchased by Shriram Vijji, Shrikant Ramanujam and Raghuvamsa Holdings Pvt. Ltd. who are said to be promoter related entities. The shares purchased by these entities also resulted in change of their shareholding pattern which was intimated to the company. It is alleged that the company failed to make the necessary disclosures to the stock exchanges where its shares are listed. The Securities and Exchange Board of India (for short the Board) initiated adjudication proceedings against the company and a show cause notice dated October 22, 2009 was issued to it alleging that it violated Regulation 13(6) of the Regulations in as much as it failed to disclose to the stock exchanges the information which it received from Harsha Vijji and the other promoter related entities. The company was called upon to show cause why action in terms of Section 15A (b) of the Securities and Exchange Board of India Act, 1992 (for short the Act) be not taken against it and monetary penalty imposed. The company filed its reply on November 4, 2009 denying that it had violated Regulation 13(6) of the Regulations. It was pleaded that Harsha Vijji was neither a Director nor an Officer of the company as defined in the Regulations and that he belonged to the promoter group. It was further pleaded that Harsha Vijji is a "designated employee" as defined in the Model Code of Conduct framed by the company under the Regulations and, therefore, Regulations 13(2) and 13(4) were not attracted. As regards the other entities it was stated that they did not hold more than 5 per cent of the share capital of the company and, therefore, Regulations 13(1) and 13(3) of the Regulations did not apply. It was further stated that these entities were neither officers nor directors and not even designated employees of the company and were not required to intimate to the company any change in their shareholding pattern and consequently the company was under no obligation to report the matter to the stock exchanges. On a consideration of the material on the record and taking note of the reply filed by the company, the adjudicating officer found the company guilty of violating Regulation 13(6) of the Regulations on both the counts and by his order dated March 31, 2010 imposed a monetary penalty of Rs.10 lacs on the company. It is against this order that the present appeal has been filed.

Whether a Senior Vice President of a company is an "officer" of the company within the meaning of Regulation 13(4) of the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 1992 (hereinafter referred to as the Regulations) so as to require the company to make the necessary disclosures to the stock exchanges under Regulation 13(6) is the short question that arose in this appeal.

Decision: Penalty reduced

Reason: The argument of the appellant is that Harsha Vijji, the Senior Vice President of the company was neither a director nor an officer of the company and, therefore, the company was not required to disclose to all the stock exchanges the information received from him under Regulation 13(4) of the Regulations. According to the company, he was a designated employee within the meaning of the Model Code of Conduct applicable under Regulation 12 of the Regulations. Admittedly, Harsha Vijji was not a director of the company. What we need to examine is whether as Senior Vice President of the company, he was an officer thereof. The term "officer of a company" has been defined in Clause (g) of Regulation 2 of the Regulations to mean any person as defined in Clause (30) of Section 2 of the Companies Act,

1956 including an auditor of the company. We are not concerned with an auditor in this case.

A reading of the aforesaid definition makes it clear that it is an inclusive definition. Apart from what the word "officer" means, it includes all that is stated therein. In other words, the definition does not exhaust all persons who otherwise come within its ambit or scope. While the definition says that it includes the persons specified therein, it does not say who are all those persons who will come within the term. We are of the view that an "officer" means a person holding an appointment to an office which carries with it an authority to give directions to other employees. Thus, an "officer" as distinct from a mere employee is a person who has the power of directing any other person or persons to do anything whereas an employee is one who only obeys. Any person who occupies a position of responsibility in a company will be an officer and this has been clarified by the Department of Company Affairs, Government of India as per its letter dated October 7, 1963. In this background, we shall examine the position of the Senior Vice President in the company. Harsha Vijji is the Senior Vice President (Special Projects). He is number four in the hierarchy of the company as is clear from the organizational chart which was prevalent at the relevant time. It is clear from the chart that there is a Managing Director to whom the Deputy Managing Director reports and thereafter we have the Chief Financial Officer and Company Secretary on the one hand and Executive Director (Operations) on the other. Below these two branches there are several officers in the hierarchy and the Senior Vice President (Special Projects) is one of them. There are a few General Managers who are working below the Senior Vice President. Having looked at the organizational chart of the company, we are satisfied that the Senior Vice President occupies a senior management position and, as the very name of the post suggests, he is handling special projects of the company. Surely he has the power and authority to issue directions to those working below him. There is, thus, no room for doubt that he is an officer of the company within the meaning of section 2(30) of the Companies Act. In this view of the matter, it is not necessary for us to examine whether he is a person on "whose directions or instructions the Board of directors or any one or more of the directors is or are accustomed to act." It is common case of the parties that Harsha Vijji intimated the company about the change in his share holding pattern when he purchased 7533 shares. Having informed the company, Regulation 13(6) of the Regulations requires the company to disclose to all stock exchanges on which its shares are listed the information received from Harsha Vijji. Admittedly, this was not done and, therefore, the violation of this provision stands established.

In view of our aforesaid findings, it is clear that the company did violate Regulation 13(6) when it failed to disclose to the stock exchanges the changes in the shareholding pattern of Harsha Vijji. This failure, in the circumstances of the case, has neither impacted the market in any way nor has it resulted in any other adverse outcome. Be that as it may, there has been a violation and, therefore, penalty must follow. In the circumstances, we deem it appropriate to reduce the penalty to Rs.2 lacs. We order accordingly.

GENERAL LAWS

LW(S) 62.11.2010

RAJ TRAVELS & TOURS LTD. & ORS. VS. DESTINATION OF THE WORLD (SUBCONTINENT) PVT LTD [Del]

Case No. Cri.M.P.No. 2652/2010 with batch of similar petitions. Shiv Narayan Dhingra, J. [Decided on 23.09.2010]

Sections 138, 139, 141, 145(2) of the Negotiable Instruments Act, 1882 read with Section 251 of the Criminal Procedure Code, 1973 and Section 291 of the Companies Act, 1956 - Dishonour of cheque - Liability of the director - Whether directors other than nominee directors are entitled for the quashing of the complaint against them - Held, No.

Brief facts: This bunch of petitions has been filed by the petitioners who have been summoned by the learned Metropolitan Magistrate on a complaint by respondent under Section 138 of the Negotiable Instruments Act (in short NI Act) because of dishonour of cheque issued by the company. In all above Criminal Miscellaneous Petitions

the petitioners have come to this Court raising one or the other defence. The petitioners in petitions at hand submitted that petitioners were Directors of M/s Raj Travels & Tours Ltd. and no specific averments were made by the complainant in the complaint regarding how the Directors were responsible for dishonour of the cheque and the only averment made by the complainant in the complaint was that the petitioners being Directors of the company were responsible for the day-to-day conduct of business and it is submitted that this was not sufficient to summon the Directors. Reliance was placed on various judgments.

Decision: Petitions dismissed.

Reason: As noted by this Court that the effort of the Directors of companies is to prolong the trials under Section 138 NI Act. While when the cheque issued by a Company is dishonoured and notice of demand is issued, the propriety calls that the company should pay the amount against dishonoured cheque on receiving notice from the person to whom cheque was issued, however instead of paying the cheque amount and settle the issue, the effort is to deprive the complainant of the cheque amount. Supreme Court had considered the purpose of provisions of the Negotiable Instruments Act and the changes made therein in *Damodar S. Prabhu v. Syed Babalal H.* AIR 2010 SC 1907 and had observed that the intent of legislature was to provide a strong criminal remedy in order to deter the worryingly high incidence of dishonour of cheques. It was further observed that the dishonour of cheque can best be described as a regulatory offence that has been created to serve the public interest in ensuring the reliability of these instruments.

Let us examine the role of Board of Directors (BoD) in terms of Companies Act and other legal provisions. Company is a legal personality and Board of Directors acts as its body and mind. Under Section 291 of the Companies Act, BoD is authorized to do what the company is authorized to do, unless barred by restrictions on their power by the provisions of the Companies Act. It is well settled that Directors, while exercising their powers, do not act as agents for the majority or even all the members and so the members cannot by a resolution passed by a majority of even unanimously, supersede the Directors power and instruct them how they shall exercise their power. The powers of management are vested in Directors and they and they alone can exercise these powers. The only way in which the General Body of a company can overrule the BoD is altering the Articles and refusing to re-elect the Directors, whose actions they disapprove. The shareholders cannot themselves usurp the powers, which by Articles are vested in the Directors. Thus the relationship of BoD with the shareholders is more of a federation than that one of subordinate and superior.

Normally, the banks or other financial institutions give huge loans to the companies and in order to protect their interests, they nominate their Directors on the Board of Companies. These Directors are called nominee Directors and the function of these Directors is to safeguard the financial interest of the institution who nominated them and to ensure that no decision is taken by BoD which goes against the financial institution. Such Directors are not considered responsible for the business of the company. The Legislature under Section 141 of NI Act therefore made specific provision for such Directors.

A perusal of Section 141 would show that apart from nominee Directors every other Director who is responsible for the conduct of the business of the company is deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly. It is submitted that the language of Section 141 makes it clear that the Director to whom vicarious liability for offence under Section 138 is sought to be foisted must be one who was responsible for the conduct of the business of the company. A perusal of different provisions of Companies Act and the culture of corporate functioning as envisaged by law, makes it clear that the companies function only through BoD. It is the BoD that has to be held responsible for the company's acts because it is the BoD which runs the company, which acts as body and mind of the company. It is possible that in a BoD there are some Directors who do not attend the meetings of the Board and are not active in the functioning of the company and they have lent their names only to make the company a reputed company or to befool the people so that people may invest in the company. The law permits one person to hold Directorship of as many as 20 companies. Taking benefit of this, some successful persons lend their names, of course

for value, to such companies who had no intention to do business and had only intention to cheat. Should the Court presume that the big persons who lend their names to the company as Directors cannot be held responsible for the actions of the company without there being any material placed before the Court that a particular Director had only lent the name and was actually not interested in functioning of the company? Who would know as to which Director performs what function in the company when as per law the whole body of BoD work as soul and mind of the company.

The Directors have collective responsibility towards the company. It is quite possible and is usual practice that different Directors among themselves divide responsibilities within the company, but this is an internal arrangement made by the BoD amongst themselves as to who shall look after what. It is also quite true that they appoint Managing Director, Managers, Secretary, paid Directors, paid whole-time Directors but this division of work or responsibility is not brought to the knowledge of public by advertisements nor the internal arrangement of the company is revealed to the company's creditors. The common creditor or the person dealing with the company, being an outsider, would not know different facets of internal management of the company, he would know only the Board of Directors. Even this information he has to gather from Registrar of Companies or from prospectus of company or from Memorandum of Association. So a person dealing with the company has only the knowledge of those affairs which are made public by the company otherwise he has no means to know the internal management of the company.

It is not necessary that cheques are issued by Directors. The cheques on behalf of the company may be issued by an Accountant only, appointed by the company and authorized by the company to sign the cheques. Does that mean that a complainant, whose cheque is dishonoured, cannot sue any of the Directors of the company and he can only sue the company and then no one appears on behalf of the company and the Court can take no steps against anybody for dishonour of the cheque? The answer is "NO".

When a cheque is issued by a company to a supplier or to any person against liability, the person only knows that the cheque was issued by the company. He may not be knowing the Directors of the company. A creditor or supplier need not come in contact with Directors of the company. He may be dealing with lower level management of the company. When a cheque is dishonoured, he makes efforts to find out as to who were the Directors. This information he gets from the Articles of Association of the company or from ROC Office. The documents which are prepared by the companies for public consumption, like Annual Reports, Articles of Association and Returns filed with ROC Office do not disclose as to who the sleeping Directors are and who are active Directors. This information is within the special knowledge of the company i.e. Board of Directors managing the company as per law. Section 106 of the Evidence Act provides that where a fact is in the special knowledge of a person, the burden of proving that fact lies on him. If any Director of the company claims that despite being the Director and legally responsible for management of the company in terms of the Companies Act, he was not the person looking after the affairs of the company, this fact has to be proved by him by cogent evidence before the trial Court concerned. Management of a company is an internal affair of the company. A creditor or supplier is not supposed to know neither can be presumed to know as to who are the sleeping Directors or actively involved Directors in the management of the company or who the Directors were only lending their names. Only a Director can prove all this before the trial court.

This Court under its inherent powers cannot adjudicate the facts as to who was the sleeping Director or a non working Director. It is undisputed that petitioner was the Director of the company and the complainant has alleged him to be in charge of management. The resignation of the petitioner from the company, is a defence of the petitioner, which he can take before the trial court concerned and this Court cannot quash a judicial order of summoning on the ground that the petitioner had resigned. The petitioner shall be given an opportunity before the court concerned to prove that he was not a Director at the relevant time. If an offence is committed by the company under 138 of NI Act, all those who were Directors of the company, except those excepted by law are responsible. The accused/petitioner is not covered by exception laid down by law.

In view of my above discussion, I find no force in the petitions. The petitions are hereby dismissed.

LW(S) 63.11.2010

DHOOT DEVELOPERS PVT LTD & ANR. v. UNION OF INDIA & ORS [Del]

Case No: WP (C) No.5166 of 2010

Sanjay Kishan Kaul &Valmiki J. Mehta, JJ. [Decided on 08/10/2010]

Constitution of India - Article 226 - Joint Venture between two companies - Bid submitted in the name of JV - Bank Guarantee was submitted in the name of One of the JV party - Bank guarantee rejected - Whether proper - Held, No.

Brief facts: Petitioner No.1 is a private limited company while petitioner No.2 is a limited company who is stated to have entered into a joint venture agreement on 15.3.2008 to explore business opportunities in India. Petitioner No.2 has been entrusted with the task of necessary steps for procurement of contracts though for its effective execution both the parties are to pool in their technical experience and resources. The Joint Venture is known as "Dhoot Developers Private Limited (JV) Bengal Silver Spring Projects Limited". The Joint Venture submitted a bid to the Director General, Married Accommodation Project of the Ministry of Defence for construction of dwelling units at Army/Air Force/Navy Station for MAP Phase-II.

The Joint Venture while submitting its bid submitted the bank guarantee dated 3.5.2010 issued by the Axis Bank Limited for a sum of `1.16 crore from the bank account of petitioner No.1. The letter dated 4.5.2010 of petitioner No.1 clearly stated in bold letters at the top "Joint Venture with M/s. Bengal Silver Spring Projects Limited". The respondents rejected this bank guarantee on the ground that it was issued from then account of Petitioner No.1 and not from the account of the JV. The petitioners challenged this contention under writ before the High Court.

Decision: Petition allowed.

Reason: The submission of the petitioners was that there was no stipulation specific or otherwise in the tender documents requiring the earnest money deposit by way of bank guarantee to be made from the account of the Joint Venture. Another factor to be kept in mind was that the bank guarantee was not a performance bank guarantee but earnest money bank guarantee to be encashable in case the contractor committed any breach of the tender terms basically in revoking the tender before the fixed period pertaining to consideration of the tender documents. The bank guarantee had been furnished by one of the Joint Venture partners which was not contrary to the terms of the tender documents and in any case not in violation of the spirit and purpose of the same.

Respondents 1 to 3 have set up their defence in the counter affidavit. It has been pleaded that the bank guarantee at nine different places uses the word "Contractor" and the contractor to whom the tender was issued is the Joint Venture. It was, thus, submitted that it is the name of the Joint Venture which should have been written in the bank guarantee. It was further submitted that petitioner No.1 as lead member of the Joint Venture does not become eligible for submitting tender documents and other related documents in their name and the inter se agreements between the constituents of the Joint Venture are not relevant insofar as the compliance with mandatory terms and conditions of tender documents are concerned. It is not disputed that the letter of the petitioners dated 26.7.2010 was received but prior to that a decision to recall the tender is stated to have been taken. The examples of similar tender has again not been denied though it is pleaded that each case needs to be decided on the merits of the facts and the Accepting Officer does not bind himself to accept the lowest tender and thus the petitioners cannot force the answering respondents to accept the tender.

The first aspect to be kept in mind is the objective with which the earnest money bank guarantee is sought from the pre-qualified tenderers who are given the tender documents. This objective is clear from the tender documents themselves, more specifically Clause 4 (a) of the NIT while noting as under:

"It may be noted that if any firm revokes, withdraws, impairs or modifies his offer during validity period, his Earnest Money shall be

forfeited and he shall be debarred from re-tendering if retendering is resorted to."

The objective is, thus, very apparent that considerable effort and money goes towards processing the tender which must remain firm during the validity period and thus any endeavour of such tenderer to revoke, withdraw, impair or modify his offer during the validity period must invite the penal consequences of the earnest money to be forfeited coupled with debarment from re-tendering, if such re-tendering is resorted to. The bank guarantee is admittedly not a performance bank guarantee and a performance bank guarantee is given only after the contract is awarded.

We, thus, fail to appreciate as to how the objective of furnishing such an earnest money bank guarantee is in any manner effected by the bank guarantee being to the account of one of the members of the Joint Venture instead of the account of the Joint Venture itself. It is not a performance bank guarantee in any case.

We are reinforced in our view by the observations made by the Division Bench of the Orissa High Court in P.K. Constructions and S.N. Kanungo Vs. State of Orissa & Ors. 2003 (II) OLR 518 where a performance bank guarantee was furnished by one of the partners of the Joint Venture firm. It has been observed in para 7 of the judgement that the performance security is required by the department to protect borrower in case of breach of contract when the performance security can be invoked/encashed so that no loss is suffered. The purpose is stated to be met by submission of the bank guarantee by one of the partners of the Joint Venture.

If we now turn to the bank guarantee format, the only aspect emphasized by learned counsel for respondents 1 to 3 is that the word contractor is used repeatedly in the same and the contractor cannot be mean petitioner No.1 but the Joint Venture. We, however, find that there is no satisfactory answer to the plea of the petitioners that the word contractor is itself defined in definition clause 1(e) of the general conditions attached to the tender documents. A contractor "shall include" *inter alia* "the persons composing such firm or company". Thus, the contractor as an entity can in turn consist of other entities including a company. In the present case there are two companies which are forming the Joint Venture and the contractor is the Joint Venture. Thus, the word contractor would encompass the act of petitioner No.1 in submitting the bank guarantee with its name and the bank guarantee is, thus, in terms of the format of the bank guarantee.

We are clearly of the view that the bank guarantee submitted by the petitioner was according to the terms & conditions of the tender and thus the bid of the petitioners could not be treated as non-responsive and the same is L-1. The bidding process, thus, must be continued from that stage treating the bid of the petitioners as valid and L-1. The action of respondents 1 to 3 in scrapping the tender is, thus, wholly arbitrary and is accordingly liable to be quashed, for the aforesaid reason.

CONSUMER LAWS

LW(S) 64.11.2010

V.N.SHRIKHANDE v. ANITASENAFERNANDES [Supreme Court]

Case No: Civil Appeal No. 8983 of 2010

G.S.Singhvi & Ashok Kumar Ganguly, JJ. [Decided on 20/10/2010]

Consumer Protection Act, 1986 - Sections 17, 12(1), (3), (4), 18, 22, 24(A) - Consumer complaint - medical negligence - complaint filed after 9 years - whether maintainable - Held, No.

Brief facts: The respondent was employed as a Nurse in Government Hospital, Goa. In 1993, she complained of pain in abdomen. The doctors in Goa advised her to consult the appellant, who was having a hospital at Dadar, Mumbai. After examining the report of the pathologist, which revealed that the respondent had stones in her gall bladder, the appellant performed 'Open Cholecystectomy' on 26.11.1993. The respondent was discharged from the appellant's hospital on 30.11.1993.

For the next about 9 years, the respondent neither contacted the appellant nor consulted any other doctor despite the fact that after the

surgery she was having pain in the abdomen off and on, for which she was taking painkillers and she had to remain on leave at regular intervals. In September, 2002, the respondent was admitted in the hospital and C.T. scan of her abdomen was done on 23.9.2002, which revealed that several gauze pieces were left in the abdomen resulting in a mass.

On being advised by the doctors in Goa, the respondent got herself admitted in Lilavati Hospital at Bombay and was operated by Dr. P. Jagannath on 25.10.2002. After receiving report of the Histopathology, the respondent wrote letters to the appellant and demanded compensation by alleging that due to his negligence gauze was left in her abdomen at the time of surgery done in November, 1993, for the removal of which she had to undergo surgery at Lilavati Hospital by spending substantial amount and she and her family had to undergo mental and physical stress.

Having failed to elicit favourable response from the appellant on the issue of compensation, the respondent filed complaint before the State Commission which dismissed the complaint as time barred. The Respondent appealed to the national commission which reversed the order of the State commission. Against the order of the National Commission the appellant preferred an appeal to the Supreme Court.

Decision: Appeal allowed.

Reason: The respondent was not an ordinary layperson. She was an experienced Nurse and was employed in the Government Hospital. It was the respondent's case before the State Commission and the National Commission that after the surgery in November, 1993, she was having pain in the abdomen off and on and, on that account, she was restless at home and also at work place and had to take leave including sick leave on various occasions. Therefore, it was reasonably expected of her to have contacted the appellant and apprised him about her pain and agony and sought his advice. That would have been the natural conduct of any other patient. If the respondent had got in touch with the appellant, he would have definitely suggested measures for relieving her from pain and restlessness. If the respondent was not to get relief by medication, the appellant may have suggested her to go for an X-ray or C.T. scan. In the event of discovery of gauze in the respondent's abdomen, the appellant would have taken appropriate action for extracting the same without requiring the respondent to pay for it. If the measures suggested by the appellant were not to the satisfaction of the respondent and the pain in her abdomen persisted then she could have consulted any other doctor for relief. However, the fact of the matter is that after the surgery, the respondent never informed the appellant that she was having pain in the abdomen, was restless and having sleepless nights. At no point of time she contacted the appellant and sought his advice in the matter. Not only this, she did not consult any other doctor including those who were working in the Government Hospital where she was employed. Any person of ordinary prudence, who may have suffered pain and discomfort after surgery would have consulted the concerned surgeon or any other competent doctor and sought his advice but the respondent did nothing except taking some pain killers. If the respondent had been little diligent, she would have contacted the appellant and informed him about her sufferings. In that event, the appellant may have suggested appropriate medicines or advised her to go for X-ray or C.T. scan. If piece of gauze was found in the abdomen of the respondent, the appellant would have certainly taken remedial measures. The respondent has not explained as to why she kept quiet for about 9 years despite pain and agony. The long silence on her part militates against the bonafides of the respondent's claim for compensation and the Discovery Rule cannot be invoked for recording a finding that the cause of action accrued to her in November, 2002. The National Commission, in our considered view, was clearly wrong when it held that cause of action lastly arose to the respondent on 25.10.2002 when the second surgery was performed at Lilavati Hospital and the complaint filed by her on 19.10.2004 was within limitation.

STUDENT SERVICES

REGISTRATION AND POSTAL TUITION

1. Cancellation of Registration

Registration of students registered upto and including **December, 2005** stands terminated on expiry of five-year period on **30th November 2010** leading to the following immediate consequences :

- Supply of 'Student Company Secretary' bulletin will be discontinued from December, 2010 onwards.
- Response sheets will not be accepted even if submitted and coaching completion certificates will not be issued (after the expiry of registration period)

They are advised to apply for registration de-novo/ extension of registration as per the guidelines published in this bulletin.

Important :

Students whose registration is valid up to February 2011 (i.e. students registered in March 2006) are, however, eligible to appear in June 2011 examination without seeking extension of registration/ registration *de-novo* subject to fulfilling other requirements as laid down in the regulations.

2. Change of Address

Change of address, if any, should be intimated to the Institute by sending a separate letter in this regard. While intimating the change in their mailing address, the students are advised to invariably quote the PIN CODE number alongwith the student registration number, name and full postal address with city, state in capital letters.

PIN CODE is required to be mentioned for quick delivery of the mail. Students may, therefore, check up the computerised mailing address as printed on the 'Student Company Secretary' bulletin. In case, it does not carry or carry the wrong PIN CODE number, the same may be intimated immediately quoting student registration number and full postal address with Postal Index Number so that it could be incorporated in the computerised mailing list.

3. E-Mail Address of the Students

Those students who are having e-mail address may communicate the same to the Student Services Section at dss@icsi.edu, which will facilitate quick and economic communication from the Institute's side. The e-mail address may be sent in the following format.

Name :
Registration No. :
E-Mail Address :

4. Students Identity Card

All the students appearing in the examination must hold Identity Card in the manner prescribed by the Institute, if not already obtained at the time of seeking registration. For obtaining the Identity Card, students are advised to obtain a proforma from the Headquarters/ Regional Offices of the Institute and send it again to the Institute duly filled up and attested as per instructions given in the prospectus/ registration letter.

Students who have so far not obtained Identity Cards are advised to write to the Institute immediately. The students should carry their Identity Cards without fail for appearing in the Institute's examination. If the Identity Card already issued has been lost or mutilated, student should send a request for obtaining duplicate Identity Card together with the mutilated Identity Card/Identity Card proforma duly filled in and attested together with Rs. 50/- towards duplicate Identity Card fee.

5. Compulsory Enrolment for Professional Programme

Students who have passed/completed both groups/ modules of Intermediate/ Executive examination are advised to seek compulsory enrolment for undergoing coaching for the Professional Programme on payment of Rs. 7500/- towards postal tuition fee as per criteria given below:

- Students registered for the Professional Programme between 01st JUNE 2010 to 31st AUGUST 2010 are eligible to appear in all the modules of the Professional Programme Examination to be held in **JUNE 2011** and those registered between 01st DECEMBER 2010 to 28th FEBRUARY 2011 are eligible to appear in all the modules of the Professional Programme Examination to be held in **DECEMBER 2011** subject to satisfactory completion of compulsory coaching.
- However, students registered for the Professional Programme between 01st MARCH 2011 to 31st MAY 2011 are eligible to appear in any two module(s) of the Professional Programme Examination to be held in **DECEMBER 2011** and those registered between 01st SEPTEMBER 2010 to 30th NOVEMBER 2010 are eligible to appear in any two module (s) of the Professional Programme Examination to be held in **JUNE 2011** subject to satisfactory completion of compulsory coaching.

6. Uniformity in Signatures

It has been observed that some of the enrollment applications / letters received from the students are either unsigned or bear different signatures from time to time.

All the students are, therefore, advised to maintain uniformity in their signatures on all the correspondence with the Institute including students identity card, enrollment application and attendance sheet provided in the examination hall at the time of writing examinations.

7. Clarification Regarding Paperwise Exemption

- The paperwise exemption is granted only on the basis of specific request received in writing from a registered student along with the attested photocopies of marks sheets for all parts of the Degree/examination (on the basis of which the paperwise exemption is sought) and the exemption fee @ Rs. 100/- per paper. It is one time payment and not to be remitted for availing of paper wise exemption in every session of examination during the validity of registration period.
- The application for claiming paperwise exemption must reach the Institute on or before the last date for submission of enrolment application i.e. 25th March and 25th September for June and December examinations respectively and with a late fee of Rs. 100/-, the application can be accepted upto 9th April and 10th October respectively.
- The paperwise exemption once granted holds good during the validity of registration period or passing/completing the examination, whichever is earlier.
- The paperwise exemption is cancelled only on receipt of a specific request in writing from the student concerned on or before the last date for submission of the enrolment application. If any candidate appears in the exempted paper(s) of examination without receiving the written confirmation from the Institute, but by making personal representation, appeal, request, etc., at the Examination Centre at the last moment, his/her appearance in such paper(s) shall automatically be treated as cancelled.
- It may be noted that candidates who apply for grant of paper wise exemption or seek cancellation of paper wise exemption already granted, before the last date of submission of enrolment applications for a particular examination, must see and ensure that they receive written confirmation from the Institute at least

15-20 days prior to the commencement of the examination. Candidates who would presume automatic grant or cancellation of paper wise exemption without obtaining written confirmation on time and absent themselves in any paper(s) of examination and/or appear in the exempted paper(s) would do so at their own risk and responsibility and the matter will be dealt with as per the above guidelines.

- (f) Exemption once cancelled on request in writing shall not be granted again under any circumstances.
- (g) The candidates who have passed either group of the Intermediate/Final examination under the old syllabus, may claim the paperwise exemption in the corresponding subject(s) of new syllabus indicating the basis of exemption as "APO" in the appropriate column of the enrolment application.
- (h) In case the paperwise exemption has already been granted on the basis of qualification or the candidates is eligible for grant of exemption on the basis of securing 60% or more marks, a photocopy of the letter/marks-sheet issued by the Institute should be enclosed with the enrolment application while claiming such exemption, failing which the same may not be granted for the ensuing examination.
- (i) No exemption fee is payable for availing paperwise exemption on the basis of "APO" or on the basis of securing 60% or more marks in the Institute's examination.
- (j) Paperwise exemption fee is payable only when the exemption is to be availed on the basis of qualification(s) specified for the purpose.

8. Student Induction Programme (SIP)

Every candidate registered for the Executive Programme w.e.f. 01.09.2009 are required to undergo seven days Student Induction Programme (SIP) within 6 months of registration.

9. Compulsory Computer Training

In terms of Company Secretaries Regulation, 1982 (as amended) all student are required to successfully undergo a compulsory Computer Training Programme for becoming eligible to seek enrolment to appear in CS Executive Programme examinations.

The Institute, in compliance of the above said requirements, has tie up with M/s APTECH Limited on providing Computer Training to the Students of the Institute at subsidized rates; through which 70 hours of computer training shall be provided to the students/members of the institute in all centre of APTECH all over the country. To undergo this course, a student/member has to approach any APTECH centre recognized for ICSI-APTECH course, a student/member has to deposit the requisite fees and fulfill the formalities as per the requirements of M/s APTECH.

The list of APTECH centers including detailed course contents, module details and topic-wise time duration etc. can be had through the option Students – ICSI APTECH Course on the Institutes website i.e. www.icsi.edu/www.icsi.in

10. Exemption from Computer Training

A student shall be exempted from undergoing the course on the basis of he/she fulfill the following criteria:

He/She has the requisite knowledge of the areas/topics covered in the computer training and

He/She enrolls himself/ herself for an online exemption test (to be conducted by APTECH) at any of the APTECH Center on all India basis and successfully clears the test.

In case of any specific problem/complaint regarding registration, post-registration, students services and postal/oral coaching, students may contact personally or write to SOHAN LAL, Director and for academic guidance and suggestions, if any, students may write to SUTANU SINHA, Director at the Institute's address.

ATTENTION STUDENTS

CS EXECUTIVE EXAMINATIONS AND COMPULSORY COMPUTER TRAINING PROGRAM REG:

The Institute frequently receives communications from the students seeking guidance on various matters, particularly as to how to qualify the requirements of compulsory computer training program.

In terms of Company Secretaries Regulations, 1982 (as amended) all students are required to successfully undergo a compulsory Computer Training Program for becoming eligible to seek enrolment to appear in CS Executive Program examinations.

The Institute, in compliance of the above said requirements, has tied up with M/s APTECH Limited on providing Computer Training to the students of the Institute at subsidized rates; through which 70 hours of computer training shall be provided to the students/ members of the Institute in all Centers of APTECH all over the country. To undergo this course, a student/member has to approach any APTECH center recognized for ICSI-APTECH Course on all India bases. To take admission, the student/member has to deposit the requisite fees and fulfill the formalities as per the requirements of M/s APTECH.

The list of APTECH Centers including detailed course contents, module details and topic-wise time duration etc. can be had through the options Students ICSI Aptech Course on the Institute's website i.e. www.icsi.edu

Salient features of the course in brief:

Title of the Course : 'Understanding Information Technology in Corporate Environment'

Duration of the Course : 70 Hours

Fee : Rs.3000/- per participant for General Category & Rs.2500/- Per participant for SC/ST Category. [All payment will be On-line or by Credit/Debit Card or by Demand Draft (Nationalized bank and large private banks only).

Service Tax and bank charges as per the GOI rules as Applicable from time to time shall be payable by **The student. Present rate of Service Tax @10.3%.**

A student can be exempted from undergoing the course on the basis of his existing qualification/degree in the computer field subject to the conditions that he/she enrolls him/herself for an online exemption test (to be conducted by APTECH) at any of the recognized Aptech Center for ICSI-Aptech Course on all India bases and successfully clears the test. TWO attempts will be allowed for the student to clear the online exemption test within a period of 30 (thirty) days against the fees of Rs.450/-. *Service Tax and bank charges as per the GOI rules as applicable from time to time shall be payable by the student.* Present rate of Service Tax @ 10.3 %. Student has to appear for the online exemption test from the respective Aptech Testing Center, which will be allocated to him/her. All payments will be made online or credit/debit card or by demand draft.

EXAMINATION

1. DECEMBER, 2010 EXAMINATION

The next examinations of the Institute for Foundation Programme; Executive Programme; and Professional Programme (New Syllabus) **and** for Final course examination (Old Syllabus) are to be concurrently held from Sunday, the 26th December, 2010 to Monday, the 3rd January, 2011 as per the Time-Table and Programme published on the last inside cover page of this bulletin.

The list and addresses of the examination centers is also published elsewhere in this issue.

NOTE:

1. *Thrissur Centre on experimental basis.*
2. *The Institute reserves the right to withdraw any centre at any stage without assigning any reason.*
3. *Candidates should note that non-receipt/delayed receipt of result-cum-marks statement, response to result queries, requests for verification of marks, etc., will not be accepted as valid and sufficient reason for seeking any relaxation or not complying with the requirements of regulations and/or last dates for submission of enrolment applications for the next examinations. Therefore, the candidates in their own interest are timely advised to keep track of important announcements, last dates and observe the time schedule.*

2. USE OF CALCULATORS IN EXAMINATIONS

Candidates are allowed to bring and use their own battery operated, noiseless and cordless pocket calculators with not more than 6 functions, 12 digits and 2 memories. Exchange or lending/borrowing of calculators among students is forbidden in the examination hall. Use of calculators not conforming to above specifications shall not be allowed in the Examination.

3. HINDI AS AN OPTIONAL MEDIUM FOR WRITING THE FOUNDATION / EXECUTIVE / PROFESSIONAL PROGRAMME / FINAL EXAMINATIONS

Candidates are allowed to use Hindi as an optional medium for writing all papers of Foundation Programme (**except the 'English & Business Communication' paper**), Executive Programme, Professional Programme (New Syllabus) **and** Final Course (Old Syllabus) examinations on the following conditions:

- (i) option of Hindi Medium for writing the examination is to be exercised for all papers of an examination OR a particular module/group of examination, and not for any individual paper(s) in the enrolment application form each time for appearing in the examination;
- (ii) option of medium for writing examination once exercised is irrevocable for that particular session of examination;
- (iii) answer books of candidates who write part of papers/answers in one medium and the remaining part in other medium are liable to be cancelled without any notice;
- (iv) candidates who have exercised option of Hindi Medium in their examination enrolment form will be provided Question Papers printed both in English and Hindi versions for writing Foundation Programme and Module-I of Executive Programme Examinations (**except for 'English & Business Communication' paper of Foundation Programme, which will be printed/required to be answered in English only**). The Question Papers for Module-II of Executive Programme, all papers of Professional Programme and Final Course examinations will be printed in English version only;
- (v) if a candidate writes his/her answers in Hindi Medium without exercising such an option in the enrolment application form, he/she may not be given credit for his/her answers;

- (vi) candidates opting Hindi Medium for the examination must write **HINDI MEDIUM** in bold letters on the top of the cover page of **Answer Book No.1, 1B**, as the case may be; and
- (vii) candidates opting Hindi Medium for examination may write answers to practical questions, headings, quotations, technical and legal terms, sections, rules, etc., in English, if they so desire.

4. IMPORTANT INSTRUCTIONS TO EXAMINEES

Candidates enrolled for appearing in December, 2010 examinations are advised to carefully read and observe the "Instructions to Examinees" printed on the Admission Certificate (Roll Number) and enclosures thereto; on the Question Papers, **and** also on Answer Books. However, attention of candidates is especially invited to the following important instructions:

- (i) **on receipt of Admission Certificate (Roll No.), first of all, the candidates must verify carefully the entries appearing therein. Discrepancy or error, if any, in the Admission Certificate concerning spellings of his/her name; examination stage and module/group of examination; examination centre; medium of writing the answers, subject(s) of examination in which exemption was sought/and has been granted, etc., should, at once, be brought to the notice of the Director (Student Services), ICSI, C-37, Institutional Area, Sector 62, NOIDA – 201 309 [e-mail id: rahul.adhikari@icsi.edu (Tel. No.(s) 0120-4522085/4522087/4522014)] for corrective action before commencement of the examination;**
- (ii) candidates are required to bring their Admission Certificates and Student Identity Cards daily to the Examination Hall failing which they would not be allowed admission to the Examination Hall and/or to appear in the examination;
- (iii) before attempting to write answers in the answer book, each candidate must write his/her Roll No. on the special colour slip affixed on the top of main Answer Book Nos. 1, 1-B and 1-C, as the case may be, and date of examination, stage of examination, name of the subject, etc., against the relevant columns on the first page of the main answer book. On receipt of Question Paper candidate must verify its correctness and completeness and also write his/her Roll Number on top of the Question Paper at the specified space provided on the front page.
- (iv) candidates are forbidden to write their name, Roll No., or any other distinctive mark inside/on any part of the answer books which may lead to disclosure of personal identity of candidate and the same shall tantamount to resorting to "Unfair Means" and may entail stern disciplinary action;
- (v) candidates must attempt questions in accordance with the directions given on each Question Paper. If the questions are attempted in excess of the prescribed number, only the questions attempted first upto the required numbers will be valued and awarded marks and the subsequent questions answered shall be ignored;
- (vi) Questions requiring preparation of diagram/graph or making précis should be attempted only on Graph/Précis sheets appended as last page to the Answer Book wherever required. Candidates should not write their name, roll number, etc., on the Graph/Précis Sheets and additional Answer Book No.2;
- (vii) each question should start on a fresh page and all sub-questions related to that questions must be attempted consecutively;
- (viii) while attempting a fresh question/sub-question, candidates should distinctly mention respective question number/sub-question number against the answer in bold capital letters and underline the same, **[e.g. ANS. TO Q. NO. 3(a) or 3(a) (i), as the case be] on the left-hand side margin of the answer book. Simultaneously candidates must put a cross mark (X) in the table provided on the cover page of the main answer book against the respective question number, as demonstrated below :**

Student Services

QN No.	Question Answered (To be marked (X) By the Examinee)	Marks Awarded (TO BE FILLED IN BY THE EXAMINER)								Total
		(a) (i)	(b) (ii)	(c) (iii)	(d) (iv)	(e) (v)	(f) (vi)	(g) (vii)	(h) (viii)	
1.	X									
2.	X									
3.	X									
4.	X									
5.	X									
6.	X									
7.	X									
8.	X									
Total Marks Awarded:										

- (ix) candidates must not, for any reason whatsoever, tear out any page(s) from the answer book or leave any blank page or unused spaces in between the pages of answer book(s). If a candidate uses additional answer book, he/she should, indicate on the cover page of main answer book, the total number of answer books used by him/her. Candidates are forbidden to write invocation to God, appeal to examiner, or any other irrelevant matter in the answer books.
- (x) candidates are expected to write to the point answers to questions set in for the examinations in neat and legible handwriting citing relevant provisions of the Act/rules quoting case laws, etc., in support of the answers wherever applicable. Illegible and bad hand-writing will be penalised;
- (xi) no candidate shall leave/be allowed to leave the Examination Hall; (i) within first one hour of commencement of examination (ii) during last 15 minutes of examination timing; (iii) without signing the attendance sheet; and (iv) without properly handing over his/her answer books to the Invigilator on duty;
- (xii) a few minutes prior to the time of conclusion of examination or before handing over the answer books to the supervisory staff, candidates must re-check and ensure that they have filled up relevant particulars on the cover page of Answer Book Nos. 1, 1-B and 1-C, as the case may be, and properly tied up all the additional answer book(s) No.2 along with the main answer book.
- (xiii) candidates are strictly forbidden to carry with them into the Examination Hall any book or printed/handwritten material, notes, pager, mobile phone, any other electronic/communication device/gadgets, OR to talk or converse *inter se* with other candidates in the Examination Hall;
- (xiv) any candidate found in possession of any banned item(s) inside the Examination Centre will be deemed to have willfully infringed the "Instructions to Examinees" amounting to misconduct
- (xv) candidates are strictly warned against any attempt to copy from the answer book of any other candidate. They shall neither allow their answers to be copied nor give nor attempt to give nor obtain nor attempt to obtain irregular assistance of any description. It will be the responsibility of each and every candidate to maintain proper decorum in the Examination Hall and to ensure that his/her answers are not copied by any other candidates. Failure to do so will invite stern disciplinary action and penalty for adoption of unfair means;
- (xvi) no candidate shall, leave his/her seat in the examination hall during the course of examination for any reason whatsoever without the specific permission of the Invigilator on duty;
- (xvii) on completion of examination or expiry of the prescribed examination timings, the answer book(s) must be immediately handed over to the Invigilator on duty and Invigilator's signature be obtained in the relevant column

of acknowledgement printed on the Admission Certificate in token of handing over the answer books.

- (xviii) it shall be the personal responsibility of the candidate concerned to properly hand over his/her answer book(s) to the Invigilator on duty in the Examination Hall and obtain acknowledgement therefor. Any representation regarding omission to handover the written answer book(s) or not obtaining the acknowledgement from the Invigilator at the time of handing over his/her answer book(s) for any reason whatsoever shall not be entertained after the conclusion of that particular session of examination;
- (xix) candidates are warned that any attempt to misbehave in any manner or create disorderly scene in and around the examination hall or to harass or bodily harm the staff deployed for the conduct of examination shall be viewed seriously and severely punished; and
- (xx) any attempt or act of violation of "Instructions to Examinees" shall be viewed seriously and entail disciplinary action under the "Company Secretaries Regulations, 1982" apart from other action under the law. Candidate's eligibility to appear in any paper(s) and/or examinations and/or exemption therefrom shall be subject to the provisions of the Company Secretaries Regulations, 1982, as in force.

RECORD RETENTION SCHEDULE FOR EXAMINATION DEPARTMENT (ICSI)

Sl No.	Description of Record Main Head/Sub-Head	Retention Period
1.	Answer Books of Company Secretaries Examinations on which applications for verification of marks under Reg.46(2) of the Company Secretaries Regulations, 1982, have not been received by the Institute within one month of the declaration of results of respective examination.	Upto 60 days of declaration of results of each examination concerned.
2.	Answer books of examinations verified on candidates' requests under the Regulation 46(2) of the CSR, 1982.	Upto 6 months from the date of communicating the result of verification of marks to the candidates concerned.
3.	Answer books of examinees on which some action/dispute is pending or such answer books which are required for any enquiry by any authority or court	Upto 6 months from the date of completion of the action or enquiry or dispute, as the case may be
4.	Examination sessionwise Results Registers	To be maintained in bound Registers/Volumes as the permanent records.
5.	Secret Bills/Vouchers of Moderators, Paper Setter-cum-Examiners, Additional Examiners, Translators, etc.	5 Financial Years.
6.	Attendance Sheets of candidates registered for/appeared in the examinations	1 Year or 2 Examination Sessions
7.	Subjectwise individual Examiners Marks-Sheets	3 Years or 6 examination Sessions.
8.	Examination sessionwise address list of Moderators, Paper Setters, Additional Examiners, Hindi Translators, etc.	3 Years or 6 examination Sessions.
9.	Correspondence with Moderators, Paper Setter-cum-Examiners, Additional Examiners, Hindi Translators, etc.	1 year.

Student Services

LIST OF THE COMPANIES REGISTERED FOR IMPARTING TRAINING DURING THE MONTH OF SEPTEMBER - 2010

REGION	TRAINING TYPE	STIPEND (Rs).
NORTHERN		
DLF Home Developers Limited 2 nd Floor, DLF Gateway Tower DLF City, Phase-III National Highway No. 6 Gurgaon-122002	15 Months Training	Suitable
Sunstar Overseas Limited 4119/7 First Floor Naya Bazar, Delhi-110006	15 Months Training	Suitable
Duet India Hotels (Pune) Pvt. Ltd. 801-802, Time Tower 8 th Floor, Mehrauli-Gurgaon Road Gurgaon-122002	15 and 03 Months Practical Training	Suitable
Rana Iron and Power Limited By Pass, Rana Chowk Meerut Road Muzaffarnagar-251003	15 and 03 Months Practical Training	Suitable
SJVN Limited (A Joint Venture of Govt. of India & Govt. of H.P) Himfed Building, New Shimla, HP	15 Months Training	Suitable
Vikas Global One Ltd Vikas House, 34/1, East Punjabi Bagh New Delhi -110026	15 Months Training	Suitable
JCO Gas Pipe Limited D-3/2, Okhla Industrial Area Phase – II New Delhi – 110 020	15 and 03 Months Practical Training	Suitable
NKG Infrastructure Limited 124, G.F World Trade Centre Connaught Place New Delhi – 110 001	15 Months Training	Suitable
Madhya Bharat Agro Products Limited, 5-O-1, R.C.Vyas Colony Bhilwara-311001, Rajasthan	15 Months Training	Suitable
DLF Building & Services Pvt Ltd 301-303, Mercantile House 3 rd Floor, Kasturba Gandhi Marg New Delhi-110001	15 Months Training	Suitable
Jindal Photo Limited 11/5-B, Basement-01 Opp. Telephone Exchange Pusa Road, New Delhi-110005	15 Months Training	Suitable
Focus Industrial Resources Limited, 104, Mukand House, Commercial Complex Azadpur, Delhi-110033	5 Months Training	Suitable
Prabhat Financial Services Limited, 205, Navjeevan Complex 29, Station Road, Jaipur-302006	15 Months Training	Suitable
WESTERN		
India Factoring and Finance Solutions Pvt. Ltd. 6 th Floor, Vaibhav Chambers Opp. Income Tax Office Bandra-Kurla Complex Bandra-East, Mumbai-400051	15 Months Training	Suitable

Alchemy Share & Stock Brokers Pvt.Ltd., Unit No. 80, 8 th Floor, Tower No. 1, One Indiabulls Centre Senapati Bapat Marg Elphinstone Road Mumbai-400013	15 Months Training	10,000/-
Bajaj FinServ Limited Bajaj Auto Limited Complex Mumbai Pune Road Akurdi, Pune-4110035	15 Months Training	Suitable
Oilfield Warehouse & Services Pvt. Ltd., A-61, 3 rd Floor, Electronic Sadan-1 Mahape, Navi Mumbai-400710	15 and 03 Months Practical Training	Suitable
Corporate Ispat Alloys Limited 601, Tulsiani Chamber Nariman Point, Mumbai-400021	03 Months Practical Training	Suitable
Western Coalfields Limited Coal Estate, Civil Lines Nagpur-440001	15 Months Training	Suitable
Northern Coalfields Limited P.O.Singrauli Colliery Distt.Sidhi, Pin:486889, M.P	15 Months Training	Suitable
Southern Eastern Coalfields Limited, Seepat Road Bilaspur-495006, Chhatisgarh	15 Months Training	Suitable
Neesa Infrastructure Limited Plot No. 278/279 Panchratna Industrial Estate Opp. Armec Cold Storage Changodar, Ahmedabad-382213	03 Months Practical Training	Suitable
Kaziranga Wilderness Pvt. Ltd. 81/88, 'Atlanta' 8 th Floor Nariman Point, Mumbai-400021	03 Months Practical Training	Suitable
Yes Bank Limited Tiecicon House First Floor Dr. E Moses Road, Mahalaxmi Mumbai – 400 011	15 Months Training	Suitable
Kachchh Veneers Pvt. Ltd. Plot No. 97/3,3/1, Sec -1 N.K Chambers Gandhidham – 370201 Kutch (Gujarat)	15 and 03 Months Practical Training	Suitable
Hinduja Ventures Limited In Centre, 49/50, M.I.D.C, 12 th Road Andheri (E), Mumbai -400 093	15 Months Training	Suitable
Atco Corporation Ltd 6. Lalwani Industrial Estate 14, G.D. Ambedkar Marg Mumbai – 400 031	15 Months Training	Suitable
KJV Alloy Conductors Pvt.Ltd. Plot No. 31, MIDC Area Central Service Road Nagpur -440028, Maharashtra	15 Months Training	Suitable
A.K.Capital Services Ltd. 30-39, 3 rd Floor, Free Press House Free Press Journal Marg, 215, Nariman Point Mumbai-400021	15 Months Training	Suitable
Aventus Securities Pvt. Ltd. The IL & FS Financial Centre 5 th Floor, B-Quadrani Bandra-Kurla Complex Bandra (E), Mumbai-400051	15 Months Training	Suitable

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Mahindra & Mahindra Financial Services Limited Sadhana House, 2 nd Floor P.B.Marg, Worli, Mumbai-400018	15 Months Training	7000-10,000/-
Marck Biosciences Limited 5 th Floor, Heritage Nr. Gujarat Vidhyapith, Off. Ashram Road Ahmedabad-380010	15 Months Training	Suitable
SOUTHERN		
SICGIL India Limited Dhun Building, 6 th Floor 84, (Old No. 827) Anna Salai Chennai-600002	03 Months Practical Training	Suitable
LSI India Research & Development Pvt. Ltd Global Technology Park – Block C Marathahalli Outer Ring Road Devarabeesanahalli Bangalore – 560103	15 Months Training	Suitable
CGI Information Systems and Management Consultants Pvt Ltd. E.City , Tower 2, No. 95/1 & 95/2 Electronics City Phase I(West) Bangalore – 560100	15 Months Training	Suitable
Vijayasri Organics Limited Vijyasri Enclave Plot no.39 First Floor, Vikaspuri Hyderabad – 500 038	15 Months Training	Suitable
Advinus Therapeutics Private Limited, 21 & 22 Phase II Peenya Industrial Area Bangalore – 560 058	15 and 03 Months Practical Training	Suitable
NSL Sugar Limited, NSL ICON #8-2-684/2/A. Plot No. 1-4 4 th Floor, Road No. 12 Banjara Hills Hyderabad-500034	15 and 03 Months Practical Training	Suitable
Paramount Cosmetics India Limited, 902, 9 th Floor, Prestige Meridian-1, 29, M.G.Road Bangalore-560001	15 Months Training	Suitable

EASTERN		
Medica Hospital Pvt. Ltd. 127, Mukundapur E.M. Bypass, Kolkata-700099	15 Months Training	Suitable
Central Coalfields Limited (A Govt. of India Undertaking) Darbhanga House, Ranchi-834029	15 Months Training	Suitable
Coal India Limited 10, Netaji Subhash Road Kolkata-700001	15 Months Training	Suitable
Pan Emami Cosmed Limited 687, Anandapur E.M. Bypass, Kolkata-700107	15 and 03 Months Practical Training	Suitable
Pricewaterhouse Coopers Service Delivery Center (Kolkata) Pvt. Ltd. 7 th Floor, South City Pinnacle XI, Block EP, Sector-V, Salt Lake City Kolkata-700091	03 Months Practical Training	5000/-
Central Coalfields Limited Darbhanga House Ranchi-834029, Jharkhand	15 Months Training	Suitable
Bharat Coalfields Limited Koyla Bhawan. P.O.Koyla Nagar Dhanbad, Jharkhand	15 Months Training	Suitable
Awantika Impex Limited 5 A.C Dutta Lane, F.A Road Kumarpara, Guwahati -781 001	03 Months Practical Training	Suitable
Puja Vanijya Vinayog Limited 5 A.C Dutta Lane, F.A Road Kumarpara, Guwahati -781 001	03 Months Practical Training	Suitable
Lokesh Finance Private Limited 5 A.C Dutta Lane, F.A Road Kumarpara, Guwahati -781 001	03 Months Practical Training	Suitable
Saraswati Enterprises (I) Pvt. Ltd. 5 A.C Dutta Lane, F.A Road Kumarpara, Guwahati -781 001	03 Months Practical Training	Suitable
Usha Martin Limited 2A, Shakespeare Sarani Kolkata – 700 071	15 Months Training	Suitable

SECRETARIAL MODULAR TRAINING PROGRAMME (SMTP)/MANAGEMENT SKILLS ORIENTATION PROGRAMME (MSOP) ORGANISED BY H.Q./REGIONAL COUNCILS/CHAPTERS

ELIGIBILITY OF PARTICIPANTS: ICSI final passed candidates and have completed 15 months training or exempted there from.
SMTP COURSE CONTENTS: Module I – MCA21, Module II – Practical & Procedural Aspects of Convening and Conducting Board Meetings & Annual General Meetings and Related Aspects, Module III – Managing Public Issues, Module IV – Loan Documentation, Joint Ventures & Foreign Collaborations, Raising Finance through EURO Issues & Export and Import Procedures and Documentation, Module V – Practical and Procedural Aspects relating to Appearance before CLB/Under SICA, Consumer Protection Act and Case Studies in RTP/UTP. In addition, the participants would be exposed to case studies and mock board/general meeting, etc.

ORGANISED BY	DURATION OF THE PROGRAMME	VENUE OF THE PROGRAMME	CONTACT
SIRC of the ICSI	19.01.2011 to 05.02.2011	Office Premises	Joint Director, ICSI-SIRC HOUSE No. 9, Wheat Crofts Road, Nungambakkam, Chennai-600034 Ph. 044-28279898 / 28222212, Telefax:28268685 E-Mail: siro@icsi.edu , icsisirc@md3.vsnl.net.in

Student Induction Programme (SIP)

ICSI-CCGRT	14.12.2010 to 21.12.2010	Office Premises	Programme Co-ordinator (SIP), ICSI-CCGRT Plot No. 101, Sector-15, Institutional Area CBD Belapur, Navi Mumbai-400614 Ph. 022 – 41021504 / 27577814/15 Fax : 022 – 27574384, E-mail: icsicgrrt@gmail.com
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Note : Limited residential arrangements are available on additional payment for outstation students.

Student Services

LIST OF PRACTISING MEMBERS REGISTERED FOR THE PURPOSE OF IMPARTING TRAINING DURING THE MONTH OF SEPTEMBER, 2010

JAYESH GOPAL DAMLE Company Secretary In Practice 190/5, Navi Peth , Shree Prasad Society Pune -411 030	PCSA – 2326
SHRUTI GUPTA Company Secretary In Practice 168, Shakti Vihar, Pitam Pura, Delhi – 110 034	PCSA – 2327
DINESH GUPTA Company Secretary In Practice 2994/5, 4 th Floor, Shiv Chowk, Ranjeet Nagar New Delhi – 110008	PCSA – 2328
NEHA AMOL LIMAYE Company Secretary In Practice Yashodhan , 1011/7, Mitra Nagar Nr. Deep Bungalow, PuNe -411 016	PCSA – 2329
KANCHAN Company Secretary In Practice 831, Sector – 8, Faridabad -121 006	PCSA – 2330
GARIMA MAHAWA Company Secretary In Practice D- 23, Rashmi Aptt. Near Rant Bagh, Pitam Pura, Delhi – 110 034	PCSA – 2331
SANJAY CHANDAK Company Secretary In Practice 301, V4 Tower, Community Centre Karkardooma, Opp. Dayanand Vihar Delhi – 110 092	PCSA – 2332
PRIYANKA PATNI Company Secretary In Practice 1/14, Jai Jawan Colony, Tank Road, Jaipur	PCSA – 2333
SULEKHA JANGID Company Secretary In Practice B-511, Mahal Yojna, Jagatpura, Jaipur -302025	PCSA – 2334
KEYUR J. SHAH Company Secretary In Practice B/8, Rangtarang Aptments Nr. Shreyas Rly Crossing, Ahmedabad 380 015	PCSA – 2335
PUNA KUMAR SINGH Company Secretary In Practice 4-1-938, Flat No. 203, 2 nd Floor Krishna Complex, Gilak Road ABIDS, Hyderabad – 500 001	PCSA – 2336
JAGDISH KUMAR AKHANI Company Secretary IN Practice 306, Sarthik Complex, Near. Funrepublic ISCON Cross Road, Satelite -380 015	PCSA – 2337
PAYAL DILIP JAIN Company Secretary In Practice 108, Saraf Bazar, Bhavani Peth Jalgaon - 425001	PCSA – 2338
SUNIL KUMAR B.G Company Secretary In Practice No. 662, 5 th Cross, 2 nd Stage Hebbal, Maysore, Karnataka – 570017	PCSA – 2339

AMIT SHARMA Company Secretary In Practice H.No. 690, Joshi Bhawan Baba Harish Chandra Marg Mearindra Bazar, Jaipur -302001	PCSA – 2340
SHRUTI H. SHAH Company Secretary In Practice 36/37, Jamuna Building, 2 nd Floor, 292, L.T. Road Dhobi-Talao, Mumbai -400002	PCSA – 2341
SWATI YASH BHATT Company Secretary In Practice 204-207, Parshwa Complex, Ellora Park Subhanpura Road, Vadodara Gujarat -390023	PCSA – 2342
AMAN KUMAR JAIN Company Secretary In Practice B- 15, “B” Block, Lajpat Nagar -1 New Delhi -110024	PCSA – 2343
ANAGHA ANASINGARAJU Company Secretary In Practice A-6/11, Sarita Mangalya CHS Sarita Nagari Phase –I, Ganeshmala Pune, Maharashtra -411030	PCSA – 2344
V. RAMASAMY Company Secretary In Practice G- 156/F-2, Dilshad Colony, Delhi -110095	PCSA – 2345
MEENAKSHI JAIN Company Secretary In Practice , RP -24 Ground Floor, Pitampura New Delhi -110034	PCSA – 2346
KIRTI SHARMA Company Secretary In Practice X/1067, Street No.-4, Chand Nagar Gandhi Nagar, Delhi -110031	PCSA – 2347
ANKUR GOYAL Company Secretary In Practice 40-41/Pocket-26, Sector -24, Rohini	PCSA – 2348
ANSHU BANTHIA Company Secretary In Practice 47, Marudhar Nagar, Nr. Chanakya Garden Ajmer Road, Jaipur -24	PCSA – 2349
SAKSHI MITTAL Company Secretary In Practice A-183, S3, Shalimar Garden Main Sahibabad, Ghaziabad -201005	PCSA – 2350
NAGENDRA SINGH Company Secretary In Practice H-63, Vijay Chowk, Ground Floor Laxmi Nagar, Delhi -110092	PCSA – 2351
ANJANI KUMAR Company Secretary In Practice P- 44, 2 nd Floor, West Patel Nagar New Delhi - 110008	PCSA – 2352
PAYAL JAIN Company Secretary In Practice F- 180, D-Bekari Wali Gali Laxmi Nagar, Delhi -110092	PCSA – 2353

Student Services

VRUSHAL VILAS SAUDAGAR Company Secretary In Practice "Indira", Kulkarni Colony Sharanpur Road, Nashik -422002	PCSA – 2354
VIKASH CHANDRA SHARMA Company Secretary In Practice A-18, East Baldev Park, Delhi -110051	PCSA – 2355
DIVYA GUPTA Company Secretary In Practice RP- 6, Maurya Enclave Pitam Pura, New Delhi -110088	PCSA – 2356
KEYUL M. DEDHIA Company Secretary In Practice Room No.-9, 2 nd Floor, Kamal Kunj Building Rokadia Lane, Borivali, West Membai -400 092	PCSA – 2357
PRIYANKA DESHWAL Company Secretary In Practice 3 rd Floor, 1681/36, Naiwala, Arya Samaj Road Karol Bagh, New Delhi -110 005	PCSA – 2358
MARIE JANET JAGADISH Company Secretary In Practice # 13, Langford Road Richmond Town, Bangalore -560 025	PCSA – 2359
SUNIL SHARMA Company Secretary In Practice T-1, Sant Nagar, Rani Bagh New Delhi -110034	PCSA – 2360

ANNOUNCEMENT

PAPER-WISE EXEMPTIONS ON RECIPROCAL BASIS TO ICSI AND ICWAI STUDENTS

The Council of the Institute has given approval that the final passed students of ICWAI can avail exemptions in the following papers of Foundation Programme, Executive Programme and Professional Programme of the Company Secretaryship Course under the New Syllabus effective from 1st November, 2007, 1st February, 2008 and 1st August, 2008 respectively.

Scheme of Exemptions

Exemption to CS passed candidates in papers of ICWAI.	Exemption to CWA passed candidates in Papers of ICSI.
Foundation Course (4 papers) - Complete exemption	Complete exemption Foundation Programme (4 papers) -
Intermediate Course 1. Financial Accounting (Paper 5) 2. Applied Direct Taxation (Paper 7)	Executive Programme 1. Company Accounts, Cost & Management Accounting (Module I, Paper 2) 2. Tax Laws (Module I, Paper 3)
Final Course 3. Financial Management & International Finance (Paper 12) 4. Indirect & Direct Tax Management (Paper 14)	Professional Programme 3. Financial, Treasury and Forex Management (Module II, Paper 3) 4. Advanced Tax laws & Practice (Module III, Paper 6)

Students enrolled to Company Secretaryship Course and wish to seek above said paper-wise exemption(s) - on the strength of having passed the final examination of ICWAI - may make their request in writing to Director (Students Services) at C-37, Sector-62, NOIDA-201 309 (U.P) together with the requisite exemption fee @Rs.100 per paper by way of Demand Draft drawn in favor of 'The Institute of Company Secretaries of India' payable at New Delhi and the valid document in support of having passed the Final examination of the Institute of Cost & Works Accountants of India on or before the last date of submission of enrolment application for the CS Examination. The above exemption scheme is effective from December, 2008/ June, 2009 for Foundation/Executive Programme and CS Professional Programme examination(s) respectively.

Student Services

LIST OF INSTITUTES EMPANELLED IN IMPARTING THE ORAL COACHING FACILITIES TO THE CS STUDENTS UNDER PUBLIC/ PRIVATE PARTNERSHIP SCHEME

S. No.	Name & Address of Empanelled Institutions	Validity for CS Sessions of Exam.
EASTERN INDIA REGIONAL COUNCIL		
1.	M/s Happy Coaching Institute Fatak, P.O. Budharaja Sambalpur-768 004, Orissa	December`10 & June`11 Sessions of CS Examinations.
2.	M/s JAIN Tutorials, Ganges Garden, BL: A-1 3rd Floor 106, K.C.S Road, Shibpur- Howrah-711 102 Telephone No. 033-2638 5571 Mobile No. 0-98312 55762	June`09 & December`09 Sessions of CS Examinations.
3.	The Director, M/s Institute for Inspiration & Self Development 1-B/200/1, Sector-III, Salt Lake City, Kolkata-700 106	June`10 and December`10 Sessions of CS Examinations.
4.	The Director, M/s Ambedkar Institute of Higher Education, AIHE Campus House No. 21-B, Patliputra Golamber Patna-800013 (Bihar)	June`10 & December`10 Sessions of CS Examinations.
5.	The Principal, M/s Haldia Law College, HIT Campus, Haldia Purba Medinipur 721 657 (W.B)	December`09 and June`10 Sessions of CS Examinations.
6.	The Principal, M/s Saptarshi College, Gandhi Nagar, First Line (Extension), Backside of Sai Complex, Berhampur (Ganjam), Odisha-760 001	June`10 and December`10 Sessions of CS Examinations.
7.	Proprietor M/S Solution Education Centre 116, Gandhi Path, North S K Puri Patna-800013	December`10 and June`11 Sessions of CS Examinations.
8.	Proprietor M/S WISDOM Institute of Professional Learning, 3/100C, C R Colony, On Raja S C Mallick Road Kolkata-700032	December`10 and June`11 Sessions of CS Examinations.
9.	M/s Gyan Bharati Institute of Higher Studies (Unit : Gyan Bharati Society) 64A, Nimtalla Ghat Street Kolkata- 700006	June`11 and December`11 Sessions of CS Examinations
NORTHERN INDIA REGIONAL COUNCIL		
1.	M/S G.G.D.S.D. College Distt. Kangra, Rajpur (Palampur), Himachal Pradesh	December`09 and June`10 Sessions of CS Examinations.
2.	M/s Springdale College of Management Studies Madhotanda Road Pilibhit-262 001 (U.P)	December`10 and June`11 Sessions of CS Examinations.
3.	M/s Delhi Institute of Professional Studies, 54, First Floor, Sukhdev Nagar, Civil Hospital Roadm Panipat-132 103 (Haryana)	December`09 and June`10 Sessions of CS Examinations.
4.	M/s Sainath Commerce Classes, C-20, Talwandi, Kota-324 005	December`10 and June`11 Sessions of CS Examinations.
5.	M/s Lucknow Commerce Academy, S-72/17, Old `C` Block Chauraha, Rajajipuram (Near Lekhraj), Lucknow-226 017	December`10 and June`11 Sessions of CS Examinations.
6.	The Director, M/s 1360, Staffing & Training Solutions Private Limited 46, First Floor, Karanpur Dehradun (U.P)	June`10 and December`10 Sessions of CS Examinations.

7.	M/s. Institute of Systematic Studies in Commerce, Behind Maharaja Hotel, Station Road Moradabad- 244001 (UP)	June`10 and December`10 Sessions of CS Examinations.
8.	M/s Dronachariya Distance Education and Learning Centre Bhagu Road, Gali No.20 Bathinda – 151 001 (Pb)	June`10 and December`10 Sessions of CS Examinations.
9.	Sai Institute Mallu Sarai, Sambhal Near Chamunda Mandir Moradabad	December`10 and June`11 Sessions of CS Examinations.
10.	The Director M/s G. S. Institute of Professional Studies, Ahilya Bai Holkar Circle, Dampier Nagar, Mathura (U.P.)	December`10 and June`11 Sessions of CS Examinations.
11.	The Director, Commerce County – Institute for Commerce Studies, 137, Red Square Market, Near Palki Hotel Hissar (Haryana)	December`10 and June`11 Sessions of CS Examinations.
12.	The Proprietor M/s Brain Solutions, ATS, Laxmi Bai Marg, Aligarh (UP)	December`10 and June`11 Sessions of CS Examinations.
13.	The Director, M/S EKKISS 1/5-B, EKKIS Road, Suratgarh, Dist Sri Ganganagar, Rajasthan	December`10 and June`11 Sessions of CS Examinations.
14.	M/s Advanced Commerce Study 14, Amar Complex, Dwarka More Uttam Nagar, New Delhi-110059	June`11 and December`11 Session of CS Examinations
15.	M/s Govindam Business School 514, Industrial Estate Patparganj, Delhi-110092	June`11 and December`11 Session of CS Examinations
WESTERN INDIA REGIONAL COUNCIL		
1.	Senior Manager M/s Career Classes, 303, Shalimar Corporate Center, 8, South Tukoganj, Near Hotel Balwas, Indore (M.P)	December`10 and June`11 Sessions of CS Examinations.
2.	M/s Institute of Management Training & Research, Artha Complex, 2nd Floor, Near IMA House and Tapdiya Terrace, Off. Adalat Road Aurangabad-431 001 (M.S)	June`10 and December`10 Sessions of CS Examinations.
3.	M/s Career Consultant 3018, Trade House, Ring Road Surat-395 002	December`08 and June`09 Sessions of CS Examinations.
4.	M/s Madhu Jas Promotions Pvt. Ltd. [Nahata Professional Academy] C-10, Poddar Plaza Patthar Godam Road, Behind Jabalpur Motors, New Siyaganj, Indore-452 001	June`10 and December`10 Sessions of CS Examinations.
5.	M/s Tolani Commerce College P.O. Box No.27, Adipur (Kachchh)- 370 205	June`10 and December`10 Sessions of CS Examinations.
6.	M/s Muley Classes Shop No.14, Ashoka Gardens B-Wing, M.P. Road, Panvel-410 206	December`09 and June`10 Sessions of CS Examinations.
7.	M/s AEC India Commerce (Lawork) 208-209, Gopal Madhav Extension Place, Above Shan Shoukat Shinde Ki Chhawani, Gwalior-474 001 (M.P)	December`09 and June`10 Sessions of CS Examinations.
8.	The Principal, M/s D.M.`s College of Arts, Science & Commerce Assagao Bardez GOA-403 507	June`11 and December`11 Sessions of CS Examinations.
9.	M/s Navkar Institution 7, Pallavi Row House, Opp. Memnagar Fire Station Navrangpura Ahmedabad-380 009	December`10 and June`11 Sessions of CS Examinations.

Student Services

10.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.], 305, Shuamkamal, A Building, Vile Parle (East) Mumbai-400057 [Branch: Dadar (West)]	December`09 and June`10 Sessions of CS Examinations.
11.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.], 305, Shuamkamal, A Building Vile Parle (East) Mumbai-400 057 [Branch: Charni Road]	December`09 and June`10 Sessions of CS Examinations.
12.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.], 305, Shuamkamal, A Building Vile Parle (East), Mumbai-400 057 [Branch: Vile Parle (East)]	December`09 and June`10 Sessions of CS Examinations.
13.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.], 305, Shuamkamal, A Building Vile Parle (East), Mumbai-400 057 [Branch: Borivali]	December`09 and June`10 Sessions of CS Examinations.
14.	M/s Bhide Classes [Division of Bhide Education Pvt. Ltd.]305, Shuamkamal, A Building Vile Parle (East) Mumbai-400 057 [Branch: Andheri]	December`09 and June`10 Sessions of CS Examinations.
15.	The Director, M/s Geetanjali Education Systems Private Limited Geetanjali College of Computer Science & Commerce, Indian Red Cross Building Suchak Road, Opp. Shastri Medan Rajkot-360 001	June`10 and December`10 Sessions of CS Examinations.
16.	The Director, M/s Sukh Sagar Institute 205, Sukh Sagar, Hughes Road, Chowpatty, Mumbai-400 007 (M.S)	June`10 and December`10 Sessions of CS Examinations.
17.	The Principal, M/s Dhananjayrao Gadgil College of Commerce Distt. Satara, Maharashtra-415 001	June`10 and December`10 Sessions of CS Examinations.
18.	The Managing Director M/s IDEAL Classes Private Limited, 44/375, Unnat Nagar-II, Opp. Patkar College, S.V. Rpad, Goregaon (West) Mumbai-400 062 [Branch: Borivali (West)]	June`10 and December`10 Sessions of CS Examinations.
19.	The Managing Director M/s IDEAL Classes Private Limited, 44/375, Unnat Nagar-II, Opp. Patkar College, S.V. Rpad, Goregaon (West) Mumbai-400 062 [Branch: Vile Parle (East)]	June`10 and December`10 Sessions of CS Examinations
20.	The Managing Director M/s IDEAL Classes Private Limited, 44/375, Unnat Nagar-II, Opp. Patkar College, S.V. Road, Goregaon (West) Mumbai-400 062 [Branch: Bhayander]	June`10 and December`10 Sessions of CS Examinations
21.	M/s Professional Career & Computers 106, Zonal Market, Sector-10 Bhilai (Durg)-490 006 (C.G)	June`10 and December`10 Sessions of CS Examinations.
22.	M/s MATS College, MATS Tower, Pandri Raipur-492 002 (C.G)	June`10 and December`10 Sessions of CS Examinations.

23.	The Director, M/s Toppers Classes, Opp. MCMIT College, Near Blue Diamond Hotel, T.P. Nagar Korba-495 677 (C.G.)	June`10 and December`10 Sessions of CS Examinations.
24.	The Director, M/s. Lex4biz 5, Rajnigandha Tithal Road Valsad-396001 (GJ)	June`10 and December`10 Sessions of CS Examinations.
25.	The Director M/s Professional Excellence Academy 86, Zone-II, Third Floor, M.P. Nagar, Bhopal-462011 (M.P.)	December`10 and June`11 Sessions of CS Examinations.
26.	M/S Shri Gosar Hansraj Gosrani Commerce & Shri Dharamshi Devraj Nagda BBA College, Shah Bhagwanji, Kachra Education Complex Near Octroi Post, Indira Gandhi Marg, Jamnagar-351004 (Gujarat)	December`10 and June`11 Sessions of CS Examinations.
27.	The Director Professional Academy of Competitive Excellence (PACE), B-402, 403 Silver Mall, RNT Marg Indore-452001 (MP)	December`10 and June`11 Sessions of CS Examinations.
28.	M/s Arihant Institute Pvt. Ltd. "Arihant House" 2, Navin Park Society, Nr Municipal School Sardar Patel Colony Road Naranpura, Ahmedabad-380013	June`11 and December`11 Sessions of CS Examinations
29.	M/s Vrajesh Sir's Academy of Commerce, 404/B, Swapneel - V Near H L Commerce College Navrangpura, Ahmedabad-380 009	June`11 and December`11 Sessions of CS Examinations
30.	M/s Dnyanoday Corporate Training Centre N-11, E-11/3, Mayur Nagar, Hudco Aurangabad-431136	June`11 and December`11 Sessions of CS Examinations

SOUTHERN INDIA REGIONAL COUNCIL

1.	M/s Mohans Institute Sreyas, Chettiparambil Lane Thekkumbhagam, Tripunithura Ernakulam (Distt.), Kerala-682 301	December`10 and June`11 Sessions of CS Examinations.
2.	M/s St. John Foundation Little Kingdom Montessori School Compound, 338/3, West of Medical College, Nagercoil, Kanyakumari Dt. Asaripallam-629 201	June`10 and December`10 Sessions of CS Examinations.
3.	M/s Dr. G.G. Shetty Educational Society @, Jnana Degula, 25/B-4 Near K.M.F., Dharwad-580 004	June`10 and December`10 Sessions of CS Examination.
4.	M/s Bright Academy of Excellence, Baba Foundation, Plot No.46, Door No.102, Flat No.6, 1st Floor, South West Boag Road, T. Nagar Chennai-600 017	December`09 and June`10 Sessions of CS Examinations.
5.	M/s Prize Academy No.2, Teachers Colony, (Off V.M. Street), Royapettah Chennai-600 014	December`10 and June`11 Sessions of CS Examinations.
6.	M/s Sree Saraswathi Thyagaraja College, Palani Road, Thippampatti, Coimbatore Distt., Pollachi-642 107	December`10 and June`11 Sessions of CS Examinations.
7.	M/s Nallamuthu Gounder Mahalingam College, 91, Palghat Road, Coimbatore Distt. Pollachi-642 001	June`09 and December`09 Sessions of CS Examinations.

Student Services

8.	The Principal M/s Alpha Educational Trust 41/13-A, Poonthamalli Street (Old Bus Stand Backside) Villupuram-605 602 (T.N)	June`10 and December`10 Sessions of CS Examinations.
9.	The Principal, M/s National College Dindigul Road, Karumandapuram Tiruchirapalli-620 001 (T.N)	June`10 and December`10 Sessions of CS Examinations.
10.	The Administrative Officer, M/s National Management College 2/16 Thudupathi, Perundurai Erode (Dist) – 638 057	December`10 and June`11 Sessions of CS Examinations.
11.	M/s Sharda P.G. College Haricharan Complex, Besides APSRTC Bus Stand 1st Floor, Shop No.9, 10, 11 Nizamabad-503 001 (A.P)	December`09 and June`10 Sessions of CS Examinations.
12.	The Principal M/s P.S.G.R. Krishnammal College For Women Peelamedu, Coimbatore-641 004	December`10 and June`11 Sessions of CS Examinations.
13.	The Chairman, M/s Dr. G.R. Damodaran College of Science Civil Aerodrome Post Avanashi Road, Coimbatore-641 014	June`10 and December`10 Sessions of CS Examinations.
14.	The Principal M/s PSG College of Arts & Science, Avinashi Road, Civil Aerodrome Post Coimbatore-641 014	June`10 and December`10 Sessions of CS Examinations.
15.	Secretary, M/s Park` s College Chinnakkarai, Tirupur-641 605	June`10 and December`10 Sessions of CS Examinations.
16.	The President, M/s MPE Society`s Career Development Centre, Prabhatnagar, Honnavara-581 334	June`10 and December`10 Sessions of CS Examinations.
17.	The Principal M/s Cherraan`s Arts Science College Cherraan Nagar Thittuparai Kangayam Taluk Tirupur District 638 701	June`10 and December`10 Sessions of CS Examinations.
18.	The Director, M/s Blue Dot Academy No.4, Balaji Avenue, 1st Street T. Nagar, Chennai-600 017	December`10 and June`11 Sessions of CS Examinations.
19.	Managing Trustee M/S Centre for Human Resources Development, Thekkel Mannarakkayam PO. Ponkunnam (Via) Kanjirapally Kottayam Dist., Kerala-686506	December`10 and June`11 Sessions of CS Examinations.
20.	The President M/s Sengunthar Prudential Academy Erode Sengunthar Engineering College (Campus) Thudupathi ERODE-638057	December`10 and June`11 Sessions of CS Examinations.
21.	M/s National Institute of Continuing Education C/o S. Srinivasan & Co. Corporate Services Pvt. Ltd. No. 40/7, Ramakrishna Street, North Usman Road, T Nagar, Chennai-600017	December`10 and June`11 sessions of CS examinations.
22.	M/s Angel Auditor College SF No. 37, Marakkadai Street Brindavan, Pudukkottai – 622 001	June`11 and December`11 Sessions of CS Examinations
23.	M/s Alva`s Education Foundation Alva`s College, Sundari Anand Alva Campus, Vidyagiri, Moodbidri Dakshina Kannada Dist. (Karnataka)	June`11 and December`11 Sessions of CS Examinations

ATTENTION STUDENTS!

ICSI STUDENTS EDUCATION FUND TRUST

With a view to encourage and motivate economically backward and academically bright students to pursue the Company Secretaryship Course, the Institute has created a Trust viz. ICSI Students Education Fund Trust.

STAGE	CATEGORIES OF STUDENTS / ELIGIBILITY CRITERIA	
	For Students with Family Income upto Rs. 1,00,000 per annum	For Academically Bright Students without any limit on their Family Income
Foundation Programme	75% Marks In both Matriculation & Senior Secondary Stages	90% Marks in both Matriculation & Senior Secondary Stages
Executive Programme	75% Marks in both Matriculation & Senior Secondary Stages and 60% Marks In Bachelor's Degree Stage	90% Marks in both Matriculation & Senior Secondary Stages and 85% Marks in Bachelor's Degree Stage

NATURE AND EXTENT OF FINANCIAL ASSISTANCE

Eligible students shall be fully exempted from paying the Registration/Admission Fee, Postal Tuition Fee, Exemption Fee and other fees usually payable at the time of admission to Foundation/Executive Programmes. Depending upon their performance in the CS Examinations, the students may also be exempted from payment of Examination Fee and also the fees payable at the time of admission to Executive Programme and Professional Programme (for students admitted to Foundation Programme) and Professional Programme (for students admitted to Executive Programme).

For detailed guidelines, application form, etc. please visit www.icsi.edu

Students desirous of availing the financial assistance may submit their application in the prescribed format along with all supporting documents to **Director (Student Services), The Institute of Company Secretaries of India, C-37, Sector - 62, Noida - 201 309.**

ATTENTION STUDENTS APPEARING IN CS DECEMBER, 2010 EXAMS !

BAN ON CARRYING MOBILE PHONES INSIDE THE EXAMINATION CENTRE

According to announcements made in the 'Student Company Secretary' and 'CS Foundation Course' bulletins from time to time, and also instructions printed in the Admission Certificates (Roll Numbers) issued to candidates enrolled for appearing in Company Secretaries December, 2009 examinations, candidates are banned from carrying mobile phones, pagers, communication devices, books, printed or handwritten materials, costly items, etc., inside the Examination Centre premises.

Candidates are, therefore, warned and advised, in their own interest, not to carry any such banned items, i.e., mobile phones, pagers, communication devices, books, printed or handwritten materials, costly items, etc., to the Examination Centre premises. The Institute or Examination Centre authorities shall not in any way be responsible for arranging safe keeping and/or loss/damage of such items nor entertain any correspondence in this regard.

Any candidate found in possession of such banned items inside the Examination Centre will be deemed to have willfully infringed the "Instructions to Examinees", and it may entail stern disciplinary action including cancellation of examination under the provisions of the Company Secretaries Regulations, 1982. as in force.



**THE INSTITUTE OF
Company Secretaries of India**
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

**CENTRE FOR
CORPORATE
GOVERNANCE,
RESEARCH &
TRAINING (CCGRT)**

ATTENTION STUDENTS

e-Management Skills Orientation Program (e-MSOP)

The Institute of Company Secretaries of India (ICSI) in collaboration with Gurukul Online Learning Solutions (GOLS) have come up with an initiative in the form of e-MSOP. The e-MSOP is basically a web-based training (WBT) wherein physical presence of the participant at the venue is not necessary. The first e-MSOP is proposed to be organized at ICSI-Centre for Corporate Governance, Research & Training (CCGRT), Navi Mumbai between Thursday, December 16, 2010 and Wednesday, January 26, 2011, however, the final decision will depend on the response received.

Modalities: Participants will be required to log onto the e-portal and participate in the program from their own office or residence.

Any participant who misses a session, will be given access to archived WBT sessions. The schedule will be posted on the web-site.

Eligibility: A candidate occupying very senior position and who has completed Company Secretaryship Final exams on or before **1st September 2005** are eligible to apply. The decision of the Secretary & CEO whether to allow a candidate or not shall be final.

Technical Requirements: Connection to the internet, preferably through broadband. A good quality head-set is also necessary.

Fees : ` 5,000/- per participant.

For details and registration, interested participants may contact or email to the Program Co-ordinator, e-MSOP, ICSI-CCGRT, Plot No. 101, Sector - 15, Institutional Area, CBD Belapur, Navi Mumbai - 400 614.

☎ (022) 4102 1504 / (022) 27577814 Fax : (022) 2757 4384.

e-mail : ccgrt@icsi.edu and icsiccgrt@gmail.com

Announcements of Classes

NORTHERN INDIA REGIONAL COUNCIL

ICSI- MOTHER TERESA INSTITUTE OF MANAGEMENT AND VOCATIONAL STUDIES ORAL TUITION CENTRE

ORAL COACHING CLASSES FOR EXECUTIVE Modules-I & II* - June 2011 session

Oral Coaching Classes for Executive Modules-I & II* are likely to commence from 24.11.2010 for June 2011 session.

Course Fee: Executive Module-I (Inter Group- I) Rs. 4500/- and Executive Module-II (Inter Group- II*) Rs. 4000/-

Timings: 4.00 to 5.30 P.M. (Monday to Saturday)

Registration open on all working days between 9:00 A.M. and 5:00 P.M. Admission on First-Come-First-Served basis.

(*Provided sufficient number of students are registered for Group-II).

For further details, please contact: Mr. J. K. Chawla, Mother Teresa Institute of Management & Vocational Studies, C-Block, Preet Vihar, Delhi-110092. Phones: 22057200, 42420552, 42420553. Fax: 22509200

E-mail: mtim@vsnl.net

SOUTHERN INDIA REGIONAL COUNCIL

Executive Programme Oral Coaching Classes for June 2011 Examinations

With effect from 17.01.2011 the Regional Council proposes to conduct Executive Programme Oral Coaching Classes for Module II between 6.30 and 8.30 AM and for Module I between 6 and 8 PM. Fees Rs. 3350/- per Module. Last date for receipt of application for the said classes is 10.01.2011.

For further details contact the Regional Office at: New No - 9, Wheat Crofts Road, Nungambakkam, Chennai - 600 034. Phone: 044 - 28279898, 28268685. E.mail - sro@icsi.edu ; icsisirc@gmail.com

CRASH COURSE ON FINANCIAL MANAGEMENT- DECEMBER 2010 EXAMINATION

SIRC OF THE ICSI is conducting Crash Course on Financial Management on Saturday and Sunday, the 11th and 12th December, 2010 at ICSI-SIRC Office, No.9 Wheat Crofts Road, Nungambakkam, Chennai-600034. The details are given below:

Days and Dates : Saturday and Sunday, the 11th and 12th December, 2010

Timings : 10.00 A.M to 1.00 P.M and 2.00 P.M to 5.00 P.M

Venue : ICSI-SIRC Office, No.9 Wheat Crofts Road Nungambakkam, Chennai 600 034

Objective: This course is mainly intended for the Professional Programme Students appearing in the December 2010 examination. The paper on Financial, Treasury and Forex Management has twelve chapters, of which ten chapters deal with Financial Management and therefore, students require proper exposure to the subject and in particular to the tools and techniques employed therein. The course would be highly focused to deal with the subject strictly from the examination point of view.

Methodology: The course will be a combination of lecture and class room exercise, so as to give the students required level of confidence to face the examination boldly.

Fee: The fee for the course is Rs. 500/- which is to be paid at the SIRC of the ICSI, "ICSI-SIRC House", No.9 Wheat Crofts Road, Nungambakkam, Chennai 600 034. E-mail: sro@icsi.edu Phone: 044-28279898/28268685.

The fee can be remitted by way of cash or Demand Draft favouring "SIRC of the ICSI", payable at Chennai. The last date for Registration is 6th December, 2010.

In order to ensure higher level of participation from the students, the admission is restricted to 40 students on first come first served basis.

CRASH COURSE ON TAX LAWS - DECEMBER 2010 EXAMINATION

SIRC OF THE ICSI is conducting Crash Course on Tax Laws on Saturday and Sunday, the 4th and 5th December, 2010 at ICSI-SIRC Office, No.9 Wheat Crofts Road, Nungambakkam, Chennai - 600 034. The details are given below:

Days and Dates : Saturday and Sunday, the 4th and 5th December, 2010

Timings : 10.00 A.M to 1.00 P.M and 2.00 P.M to 5.00 P.M

Venue : ICSI-SIRC Office, No.9 Wheat Crofts Road Nungambakkam, Chennai 600 034

Objective: This course is mainly intended for the Executive Programme Students appearing in the December 2010 examination. The paper on Tax Laws has eighteen chapters, of which twelve chapters deal with Tax Laws and therefore, students require proper exposure to the subject and in particular to the tools and techniques employed therein. The course would be highly focused to deal with the subject strictly from the examination point of view.

Methodology: The course will be a combination of lecture and class room exercise, so as to give the students required level of confidence to face the examination boldly.

Fee: The fee for the course is Rs. 500/- which is to be paid at the SIRC of the ICSI, "ICSI-SIRC House", No.9 Wheat Crofts Road, Nungambakkam, Chennai 600 034. E-mail: sro@icsi.edu Phone: 044-28279898/28268685.

The fee can be remitted by way of cash or Demand Draft favouring "SIRC of the ICSI", payable at Chennai. The last date for Registration is 29th November, 2010.

In order to ensure higher level of participation from the students, the admission is restricted to 40 students on first come first served basis.

WESTERN INDIA REGIONAL COUNCIL

Foundation & Executive Programmes Oral Tuition Classes - June 2011

The salient Features of Special Intensive Coaching are :- # Coaching by Professionally Qualified Members of Faculty # Continuous Interaction with Professionals # Training Programmes on Personality Development # Rich Library with Home Lending Facility # Spacious Training Hall Cum Reading Room # New Concept of Question Bank # Personal Attention by Faculty Members # Coaching for all Subjects with an option to join any single subject # One Week Refresher Capsule Session # Interactive and participative mode of Learning & full of Question Answer Sessions # Designed the Sessions (for few subjects) of OTC with the help of Slides & Audio -Video # Experiential Learning

Regulation : 1) minimum 75 % of the total lectures for each subject 2) 3 tests 3) all the applicable regulations for Oral coaching classes of the institute.

Fees : Executive Per Module Rs. 7500/- □ Foundation Rs. 7500/-

Contact For Enrollment : Archana Sawant, # 9970320202 Archana.Sawant@Icsi.Edu, Sudipto Pal , # 9223542195 Sudipto.Pal@Icsi.Edu

Coaching Classes in Mumbai

Class Name	Location and Contact Person
ICSI-MKES	N L School Campus Road No 1, Bhadran Nagar S.V. Road # 022- 28656691, Malad -W- Mumbai (Contact Person : Megha)
ICSI- P N. Doshi	P.N.Doshi Womens College Kama Lane Ghatkopar- W # 9869324665, Mumbai- 86 (Contact Person : Shailesh)
ICSI- Sydenham College	Sydenham College, B Road Churchgate Mumbai-20#8080828698/022-22871452 (Contact Person : Salve)

WRC - ICSI Will Organize Special Batches, For The Professional Programmes (Subject Wise)

CS Exams. December 2010 - Addresses of Examination Centres

COMPANY SECRETARIES EXAMINATIONS, DECEMBER-2010 ADDRESSES OF EXAMINATION CENTRES		
S. No.	EXAMINATION CENTRE	CENTRE ADDRESS/ EXAM VENUE
1.	AGRA	ST. JOHNS COLLEGE, M. G. ROAD AGRA-282002, UTTAR PRADESH
2.	AHMEDABAD	DIWAN BALLUBHAI MADHYAMIC SHALA BEHIND ABAD DAIRY, OPP. VANIYA BHAWAN KANKARIA, AHMEDABAD - 380 022 GUJARAT
3.	AJMER	GOVT. HR. SECONDARY SCHOOL TOPDARA, NEAR RAILWAY PHATAK TOPDARA, AJMER- 305001, RAJASTHAN
4.	ALLAHABAD	BISHOP GEORGE SCHOOL & COLLEGE 13-13 D, KAMLA NEHRU ROAD OPP. HINDUSTANI ACADEMY ALLAHABAD-211001, UTTAR PRADESH
5.	AMBALA	SHRI ATMANAND JAIN COLLEGE JAIN COLLEGE ROAD AMBALA CITY-134002, HARYANA
6.	AURANGABAD	MANIKCHAND PAHADE LAW COLLEGE SAMARTH NAGAR, NIRALA BAZAR AURANGABAD-431001, MAHARASHTRA
7.	BANGALORE-1 (SJIC)	UNDER FINALISATION
8.	BAREILLY	MANOHAR BHUSHAN INTER COLLEGE NAINITAL ROAD, BAREILLY-243005 UTTAR PRADESH
9.	BHILWARA	SMT.SUSHILA DEVI MATHUR P.G. GIRLS COLLEGE, MAHILA AASHRAM, PATHIK NAGAR, BHILWARA-311001, RAJASTHAN
10.	BHOPAL	GOVT. MAHARANI LAXMIBAI GIRLS P. G. (AUTONOMOUS) COLLEGE, PROF'S COLONY (NR. GOVT.S.B.POLYTECHNIC) BHOPAL-462003, MADHYA PRADESH
11.	BHUBANESWAR	B.J.B. (AUTONOMOUS) COLLEGE LEWIS ROAD BHUBANESWAR-751014 ORISSA
12.	CALICUT	ST. JOSEPH'S COLLEGE DEVAGIRI, CALICUT-673008, KERALA
13.	CHANDIGARH	GOSWAMI GANESH DUTTA SANATAN DHARMA COLLEGE, SECTOR 32- C CHANDIGARH-160030, UNION TERRITORY
14.	CHENNAI (SOUTH)	UNDER FINALISATION
15.	CHENNAI (WEST)	SIR M VENKATA SUBBA RAO MATRICULATION HIGHER SECONDARY SCHOOL 57-B, THIRUMALAI PILLAI ROAD, T NAGAR CHENNAI-600017, TAMILNADU
16.	COIMBATORE	PSG COLLEGE OF ARTS & SCIENCE CIVIL AERODROME POST AVINASHI ROAD, COIMBATORE-641014 TAMILNADU
17.	DEHRADUN	GOVERNMENT GIRLS INTER COLLEGE 22, RAJPUR ROAD, DEHRADUN-248001 UTTARANCHAL

18.	DELHI (EAST)	UNDER FINALISATION
19.	DELHI (NORTH)	UNDER FINALISATION
20.	DELHI (SOUTH)	KALKA PUBLIC SCHOOL ALAKNANDA, KALKAJI NEW DELHI - 110019 NCT-DELHI
21.	DELHI (WEST)	UNDER FINALISATION
22.	DUBAI	THE INDIAN HIGH SCHOOL OUD MEHTA ROAD, P O BOX NO. 106 (OPP ST. MARRYS CHURCH), DUBAI, U.A.E.
23.	ERNAKULAM	ST. ALBERTS COLLEGE BANERJI ROAD, ERNAKULAM KOCHI-682018, KERALA
24.	FARIDABAD	VIDYA MANDIR PUBLIC SCHOOL SECTOR 15-A, FARIDABAD-121006 HARYANA
25.	GHAZIABAD	SHAMBHU DAYAL (P.G.) COLLEGE G.T. ROAD, OPP. MMG HOSPITAL GHAZIABAD - 201 001 UTTAR PRADESH
26.	GURGAON	ALPINE CONVENT SCHOOL BEHIND JALVAYU TOWERS, SECTOR 56 GURGAON-122003, HARYANA
27.	GUWAHATI	GUWAHATI COMMERCE COLLEGE R.G. BARUAH ROAD, GUWAHATI-781021 ASSAM
28.	HUBLI- DHARWAD	DR. D.G. SHETTY EDU. SOCIETY R.S.SHETTY COLLEGE OF COMMERCE JNANADEGULA, NEAR KMF, PB ROAD DHARWARD-580004, KARNATAKA
29.	HYDERABAD	SAROJINI NAIDU VANITA MAHAVIDYALAYA MUKARRAMJAH ROAD EXHIBITION GROUNDS HYDERABAD-500001, ANDHRA PRADESH
30.	INDORE	UNDER FINALISATION
31.	JAIPUR-1 (UCC)	UNDER FINALISATION
32.	JAIPUR-II (UMC)	UNDER FINALISATION
33.	JAMMU	GOVT. SPMR COLLEGE OF COMMERCE CANAL ROAD, OLD CAMPUS ROAD JAMMU-180001, JAMMU & KASHMIR
34.	JAMSHEDPUR	MRS.K.M.P.M. INTER COLLEGE MAIN ROAD, BISTUPUR JAMSHEDPUR-831001, JHARKHAND
35.	JODHPUR	FACULTY OF COMMERCE & MGT. STUDIES, JASWANT HALL CENTRE JAI NARAIN VYAS UNIVERSITY, MOHANPURA, JODHPUR-342001 RAJASTHAN
36.	KANPUR	KANPUR VIDYA MANDIR MAHILA (P.G.) MAHAVIDYALAYA 7/147, SWAROOP NAGAR, KANPUR-208002 UTTAR PRADESH
37.	KOLHAPUR	NEW MODEL ENG SCHOOL & JR. COLLEGE SWAMI VIVEKANANAD SIKSHAN SANSTHA 2130 E, TARABAI PARK, KOLHAPUR-416003 MAHARASHTRA

CS Exams. December 2010 - Addresses of Examination Centres

38.	KOLKATA NORTH--1-MI	UNDER FINALISATION
39.	KOLKATA NORTH-2- AASS	UNDER FINALISATION
40.	KOLKATA NORTH-3-PI	UNDER FINALISATION
41.	KOLKATA NORTH-4-SAV	UNDER FINALISATION
42.	KOLKATA SOUTH-1-LVHS	UNDER FINALISATION
43.	KOLKATA SOUTH-2-DBV	UNDER FINALISATION
44.	LUCKNOW	NATIONAL P.G. COLLEGE 2, RANA PRATAP MARG, LUCKNOW-226001, UTTAR PRADESH
45.	LUDHIANA	S.C.D. GOVT. COLLEGE CIVIL LINES, LUDHIANA-141001, PUNJAB
46.	MADURAI	SETUPATI HR. SECONDARY SCHOOL 2 & 3 NORTH VELI STREET (NR. HEAD POST OFFICE) MADURAI-625001, TAMILNADU
47.	MANGALORE	S D M LAW COLLEGE MANGALORE-575003 KARNATAKA
48.	MEERUT	N.A.S. COLLEGE SHIVAJI ROAD, E. K. ROAD MEERUT-250002, UTTAR PRADESH
49.	MUMBAI-I (CG)	UNDER FINALISATION
50.	MUMBAI-I (SNDT)	UNDER FINALISATION
51.	MUMBAI-II (GTK)	UNDER FINALISATION
52.	MUMBAI-III (JOG.)(IYC)	UNDER FINALISATION
53.	MUMBAI-III (JOG.)(2-TC)	UNDER FINALISATION
54.	MUMBAI-III (JOG.)(3-BB)	UNDER FINALISATION
55.	MYSORE	SBRR MAHAJANA PRE-UNIVERSITY COLLEGE, JAYA LAKSHMIPURAM MYSORE-570012, KARNATAKA
56.	NAGPUR	HISLOP COLLEGE TEMPLE ROAD, CIVIL LINES NAGPUR - 440 001, MAHARASHTRA
57.	NASHIK	BYK (SINNAR) COLLEGE OF COMMERCE COLLEGE ROAD PRIN.T A KULKARNI VIDYANAGAR NASHIK-422005, MAHARASHTRA
58.	NOIDA	ROCKWOOD SCHOOL B-67, SECTOR 33, NOIDA-201307 UTTAR PRADESH
59.	PANAJI	S.S.DEMPO COLLEGE OF COMMERCE & ECONOMICS, SERRA BUILDING (NEAR A.I.R.), ALTINHO PANAJI-403001, GOA
60.	PATNA	BANKIPUR GOVT. GIRL'S SR. SECONDARY SCHOOL, BANKIPUR, NEAR GOLGHAR PATNA - 800 001, BIHAR
61.	PUDUCHERRY	BHARATHIDASAN GOVT. COLLEGE FOR WOMEN (AUTONOMOUS) M G ROAD, MUTHIALPET PUDUCHERRY-605003, UNION TERRITORY

62.	PUNE-I (MIT)	MIT JUNIOR COLLEGE MIT SCHOOL CAMPUS 127/1/A PAUD ROAD, PUNE-411 038 MAHARASHTRA
63.	PUNE-II (SNDT)	SNDT ARTS & COMMERCE COLLEGE FOR WOMEN, KARVE ROAD, PUNE - 411 038 MAHARASHTRA
64.	RAIPUR	SCHOOL OF STUDIES IN COMPUTER SCIENCE PANDIT RAVI SHANKAR SHUKLA UNIVERSITY RAIPUR - 492 010, CHATTISGARH
65.	RAJKOT	LT. M. J. KUNDALIYA ENGLISH MEDIUM MAHILA COMMERCE COLLEGE KASTURBA RD., OPP. JAIN DERASAR RAJKOT-360001, GUJARAT
66.	RANCHI	JAWAHAR VIDYA MANDIR SHYAMALI, POST DORANDA RANCHI-834002, JHARKHAND
67.	SHIMLA	S.D. SENIOR SECONDARY SCHOOL GUNJ BAZAR, SHIMLA-171001 HIMACHAL PRADESH
68.	SRINAGAR	UNDER FINALISATION
69.	SURAT	SIR K P COLLEGE OF COMMERCE ATHWA LINES, J.L. NEHRU MARG SURAT - 395001, GUJARAT
70.	THANE	K. G. JOSHI ARTS & N.G. BEDEKAR COMMERCE COLLEGE CHENDANI BUNDER ROAD THANE (W) -400 601, MAHARASHTRA
71.	THIRUVANANTHAPURAM	GOVT. ARTS COLLEGE THYCAUD POST THIRUVANANTHAPURAM-695014, KERALA
72.	THRISSUR	ST. THOMAS COLLEGE THRISSUR-680001, KERALA
73.	TIRU-CHIRAPALLI	ROOM NO. 36 LAWLEY HALL BLOCK, 1ST FLOOR ST. JOSEPH'S COLLEGE (AUTONOMOUS) TEPPAKULAM (PO) TIRUCHIRAPALLI-620002, TAMILNADU
74.	UDAIPUR	M.V.SHRAMJEEVI COLLEGE, J.R.N. RAJASTHAN VIDYAPEETH UNIVERSITY NEAR TOWN HALL , LINK ROAD UDAIPUR-313001, RAJASTHAN
75.	VADODARA	FACULTY OF LAW M.S. UNIVERSITY OF BARODA NR RAILWAY STATION, SAYAJIGANJ VADODARA-390002, GUJARAT
76.	VARANASI	UNDER FINALISATION
77.	VIJAYAWADA	SATAVAHANA COLLEGE SITARAMAPURAM, ELURU ROAD CHUTTUGUNTA, NR VISALANDHRA OFFICE VIJAYAWADA-520002, ANDHRA PRADESH
78.	VISAKHA-PATNAM	VISAKHA GOVT. DEGREE COLLEGE FOR WOMEN, OLD JAIL ROAD DABA GARDENS VISAKHAPATNAM-530020 ANDHRA PRADESH
79.	YAMUNA NAGAR	D. A. V. COLLEGE FOR GIRLS JAGADHARI ROAD YAMUNA NAGAR - 135001 HARYANA

Student Services

ATTENTION STUDENTS !!!

Rationalization of the system for issue of Coaching Completion Certificate under Postal Coaching Scheme

It has been decided to rationalize the criteria for issue of Coaching Completion Certificates vis-à-vis submission of Response Sheets with immediate effect which is as follows : -

Stage	No. of response sheets required to be submitted for each subject	
	Existing Criteria	Revised Criteria
Foundation Programme	Only one Response Sheet for each subject	No Change
Executive Programme	Three Response Sheets for each subject	Only one Response Sheet for each subject
Final Course/Professional Programme	Three Response Sheets for each subject	Only one Response Sheet for each subject

Keeping in view the above decision, the students are advised to send atleast one Response Sheet for each subject to make him/ her eligible for issue of Coaching Completion Certificate. It is further to clarify that he/ she has to secure minimum 40% marks in each subject for issue of Coaching Completion Certificate. The students who have already sent atleast one Response Sheet in each subject will also be guided by the same criteria and the Coaching Completion Certificates will be issued whoever meets the said criteria. However, students will be at liberty to send maximum response sheets to the Institute and all such response sheets will be evaluated and returned to them for their reference/ guidance. For any further information / clarification on the subject, please contact Shri A.K. Srivastava, Deputy Director (Student Services) at E-Mail id : ashvini.srivastava@icsi.edu or at telephone nos. 0120-4522083.

Telephone Numbers of Directorate of Student Services

To facilitate the smooth communication of students with institute, contact details of various sections of Directorate of Student Services are given below:

SI No.	Nature of Query	Telephone Numbers	E-mail IDs
1	Issue of study materials	(0120) 4522061	rajni.sharma@icsi.edu
2	Registration Status of Foundation Program / Executive Program	(0120) 4522061	ms.bhagawan@icsi.edu (for Foundation Programme) anju.gupta@icsi.edu (for Executive Programme)
3	De-novo / Extension / Final Enrolment	(0120) 4522072	archana.goel@icsi.edu
4	Paperwise Exemption / Switchover to New Syllabus	(0120) 4522076	geetanjali.rathore@icsi.edu
5	Non-receipt of Registration Letter / Identity Cards / Student Company Secretary Bulletin / CS Foundation Course Bulletin /E-Mail Id Registration/ Change of Address	(0120) 4522071	vk.ratra@icsi.edu
6	Coaching Completion Certificates / Suggested Answers and Response Sheet Status	(0120) 4522074	s.hemamalini@icsi.edu
7	Compulsory Computer Training	(0120) 4522075	premlata@icsi.edu
8	Public Private Partnership Scheme	(0120) 4522083	ashvini.srivastava@icsi.edu
9	Coaching / suggested answers / oral tuition / examiners (DPTS)	(0120) 4522074	sp.singh@icsi.edu
10	Issue of Admission Certificates for Examinations	(0120) 4522085 (0120) 4522087	rahul.adhikari@icsi.edu
11	Duplicate pass certificate of Intermediate / Executive Program	(0120) 4522081	siyaram@icsi.edu
12	Duplicate pass certificate of Final / Professional	(0120) 4522082	rajesh.sharma@icsi.edu
13	Duplicate pass certificate of Foundation	(0120) 4522084	neelam.wadhwa@icsi.edu
14	Transcript / Verification of Qualifications (only for students)	(0120) 4522081/82	siyaram@icsi.edu (For Intermediate/ Executive Programme) rajesh.sharma@icsi.edu (For Final / Professional Programme)

In case of any difficulty, students may contact Shri Sohan Lal, Director (Student Services) at 0120-4522014 or Write to The Director (Student Services), The Institute of Company Secretaries of India, C-37, Sector-62, Noida-201309

COMPANY SECRETARIES EXAMINATIONS – DECEMBER, 2010

TIME TABLE & PROGRAMME

DATE AND DAY	MORNING SESSION 9.30 AM TO 12.30 PM			AFTER-NOON SESSION 1.30 PM TO 4.30 PM	
	FOUNDATION PROGRAMME (NEW SYLLABUS)	PROFESSIONAL PROGRAMME (NEW SYLLABUS)	FINAL SYLLABUS (OLD SYLLABUS)	EXECUTIVE PROGRAMME (NEW SYLLABUS)	
26.12.2010 Sunday	English and Business Communication	Company Secretarial Practice (MODULE-I)	Advanced Company Law and Practice (GROUP-I)	General and Commercial Laws (MODULE-I)	
27.12.2010 Monday	Economics and Statistics	Drafting, Appearances and Pleadings (MODULE-I)	Secretarial Practice relating to Economic Laws and Drafting & Conveyancing (GROUP-I)	Company Accounts, Cost & Management Accounting (MODULE-I)	
28.12.2010 Tuesday	Financial Accounting	Financial, Treasury and Forex Management (MODULE-II)	Secretarial Management and Systems Audit (GROUP-I)	Tax Laws (MODULE-I)	
29.12.2010 Wednesday	Elements of Business Laws and Management	Corporate Restructuring and Insolvency (MODULE-II)	Financial, Treasury and Forex Management (GROUP-II)	Company Law (MODULE-II)	
30.12.2010 Thursday		Strategic Management, Alliances and International Trade (MODULE-III)	Corporate Restructuring – Law and Practice (GROUP-I)	Economic and Labour Laws (MODULE-II)	
31.12.2010 Friday		Advanced Tax Laws and Practice (MODULE-III)	Banking and Insurance – Law and Practice (GROUP-II)	Securities Laws and Compliances (MODULE-II)	
01.01.2011 Saturday		Due Diligence and Corporate Compliance Management (MODULE-IV)	World Trade Organisation – International Trade, Joint Ventures and Foreign Collaborations (GROUP-III)		
02.01.2011 Sunday		Governance, Business Ethics and Sustainability (MODULE-IV)	Direct and Indirect Taxation – Law and Practice (GROUP-III)		
03.01.2011 Monday			Human Resources Management and Industrial Relations (GROUP-III)		

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Students are requested to quote their Registration Number in all correspondence for prompt reply.

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