



ICSI
Ghaziabad
Chapter

**THE INSTITUTE OF
Company Secretaries of India**
भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)

**SEPTEMBER
2023**

ICSI-NIRC Ghaziabad Chapter E-Newsletter



Vision

"To be a global leader in promoting
good corporate governance"

Motto

सत्यं वद। धर्मं चर। इत्येते तैः श्रेयः क्लृप्ते इत्येते ऋषयः

Mission

"To develop high calibre professionals
facilitating good corporate governance"

TEAM OF GHAZIABAD CHAPTER



**Ghaziabad Chapter
Of NIRC of ICSI**

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..... FOLLOW JUST THREE SIMPLE STEPS &
BE THE PART OF GHAZIABAD CHAPTER

- ▲ SCAN/ CLICK THE URL
- ▲ OPEN THE LINK
- ▲ FILL THE FORM & SUBMIT



URL: <https://forms.gle/cnSEZJ8S9fSBol539>

"an initiative to connect the ICSI Members with the activities of the Ghaziabad Chapter, especially those who have their residence/office/branch office within the jurisdiction of the Chapter"

"I dream and aim to strengthen our Ghaziabad Chapter and create a wealth of professional togetherness witnessing historical intellectual conclave to catch member's active participation with the feeling at home"

CS Archana Bansal
Chairperson

Note: In case of any difficulty please mail - ghaziabad@icsi.edu or call Chairperson +91 9958787703

“Always perform your duty efficiently and without attachment to the results, because by doing work without attachment one attains the Supreme.” _ **BHAGWAT GEETA**



Greetings and happy 55th Foundation day, to all the members and dear students.

I always feel highly privilege to share all the programs and performances before you as held throughout the month, it filled me up with excitement to share those moments, but before passing to the leading part, let me through the light on the above-written statement as taken from the Bhagawat Geeta.

I truly believe once you accept the situation and perform accordingly with full enthusiasm, whatever the result would be, but the satisfaction you get will definitely irrigate your soul with peace and calmness. In the era of technology, somewhere we are lacking to satisfy our soul, the peace we are seeking is actually hidden in

between us, and we just need to discover that by providing full determination.

A firm determination always leads you towards the ambition as you have decided to achieve, and once you'll perform efficiently, universe will definitely offer you the best which you deserve.

We the team of the Ghaziabad Chapter of NIRC of ICSI, is truly dedicated to performing our duty and serving you the best as we can. It is further, you must feel honoured to know that the Ghaziabad chapter has been recognised to host **U.P. STATE CONFERENCE 2023** scheduled to be held on **Saturday, 25th November 2023**.

I request all for active participation and contribution by way of articles/poetry to be published in souvenir to be designed for the purpose of this event.

Following are programmes which have been well executed in the month of September 2023:

1. On the 2nd day of September 2023, a study circle meeting was organized on the concurrent Topic **”Mediation and Conciliation (an effective tool of Dispute resolution)”** at the Ghaziabad chapter premises with the gracious presence of the eminent speaker CS Sanjeev Kataria and well well-appreciated by the members & students.
2. One-day orientation programme (ODOP) was organized on the 2nd day of September 2023 and attended by a large number of students.
3. A felicitation ceremony of executive and professional passed students organized on dated 2nd day of September 2023.
4. Teacher’s conference organised by Ghaziabad chapter on 9th day of September 2023.
5. The Ghaziabad chapter conducted 15 days Executive Development programme from 4th September 2023 to 21st day of September 2023 with experienced faculties with different types of activities like PPT presentation, best male and female presenter awards, Moot Court Competition, Mock Interviews etc.

Thank you.

CS Archana Bansal

Chairperson

Ghaziabad Chapter of NIRC-ICSI

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- 4. Felicitation ceremony of executive and professional program passed student organised on dated 02/09/2023**
- 5. Executive Development Program (EDP) of CS Executive Program passed Conducted on dated 04/09/2023 to 21/09/2023**
- 6. Teachers conference organised on dated 09/09/2023**
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Ghaziabad Chapter of NIRC of ICSI Organised Study Session Meeting on "Mediation & Conciliation" on 2nd September 2023



One Day Orientation Programmes for CS Executive Students organized by Ghaziabad Chapter of NIRC of ICSI on 2nd September 2023



Felicitation ceremony of CS executive and professional pass Students dated on 02/09/2023



15 Days Executive Development Programme (EDP) Started Dated
04/09/2023



Teacher's Conference organized by Ghaziabad Chapter Dated 09/09/2023



Teacher's Felicitation Program organized by Ghaziabad Chapter Dated 09/09/2023



One Day Orientation Programmes for CS Executive Students organized by Ghaziabad Chapter of NIRC of ICSI on 16TH September 2023





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Article on Mediation Act 2023

What is Mediation:

Mediation is a well structured and streamlined process, where an impartial and neutral third party helps disputing/ feuding parties to resolve their conflict/s. Mediation is one of several alternative dispute resolution (ADR) methods available to parties. It is an alternative to resolving a legal dispute through a trial or court case. Mediation is preferred on litigation because it is faster, cheaper , as effective and party controlled.

In mediation, the mediator uses specialized communication and negotiation. UNCITRAL model is used world wide for mediation processes by court led & controlled, private , inline, community, per-litigation and community.

History of Mediation:

Mediation has been used since ancient times not only in Greek, Roman and Middle East but in India too. In olden days, disputes used to be resolved in a Panchayat at the community level by the mediators, popularly known as “Panch Parmeshwar”.

The Supreme Court of India has started the process of reforms in the Indian Judicial System. Hon'ble Mr. Justice A.H. Ahmedi, the then Chief Justice of India is the main architect of the mediation.

The necessary amendment in Code of Civil Procedure (Amendment) Act, section 89 of the CPC with effect from 1.7.2002 was introduced on the recommendation of Justice Malimath Committee. The committee made it obligatory for the Court to refer the dispute, after issues are framed, for settlement either by way of Arbitration, Conciliation, Mediation or Judicial Settlement through Lok Adalat. It is only when the parties fail to get their disputes settled through any of the Alternative Dispute Resolution methods then the Suit could proceed further.



Mediation Act 2023

The Act recognizes online, community, and institutional mediation. It also lays down a time-bound procedure for conducting mediation.

Here are some salient features of the Mediation Act of 2023:

The mediation process must be completed within 180 days, which may be extended by another 180 days by the parties.

The Mediation Council of India will be set up to register mediators, and recognize mediation service providers and mediation institutes.

The Act provides immunity for arbitrators (including emergency arbitrators), appointing authorities and arbitral institutions, except where a party can show that an arbitrator's action or omission was in bad faith.

The Act allows parties to apply to a court to record their mediated settlement agreement as an order of court.

The Act also contains a list of disputes which are not fit for mediation. These include:

- Disputes relating to claims against minors or persons of unsound mind
- Disputes involving criminal prosecution
- Disputes affecting the rights of third parties
- The central government may amend this list.

Introduction

The Act provides to promote and facilitate mediation, especially institutional mediation, for resolution of disputes, commercial or otherwise, enforce mediated settlement agreements, provide for a body for registration of mediators, to encourage community mediation and to make online mediation as acceptable and cost effective process and for matters connected therewith or incidental thereto. **Mediation Agreement.**

Like Arbitration Act , it should be in writing.

A mediation agreement may be in the form of a mediation clause in a contract or in the form of a separate agreement.

Pte-litigation mediation.

Whether any mediation agreement exists or not, the parties before filing any suit or proceedings of civil or commercial nature in any court, may voluntarily and with mutual consent take steps to settle the disputes by per-litigation mediation



Mediators

Like in Arbitration Act, the Mediators of any nationality can be appointed by the parties and in accordance with the procedures agreed between the.

Same way they can be removed.

If the parties do not reach any agreement on mediators appointment , then the party seeking initiation of mediation shall make an application to a mediation service provider for the appointment of a mediator.

Mediation Process

Like in Arbitration Act , the mediation process is conducted. Here are the salient features:-

The mediation process shall be conducted in the manner as may be specified.

The mediator shall assist the parties in an independent, neutral and impartial manner in their attempt to reach an amicable settlement of their dispute.

he mediator shall at all times be guided by the principles of objectivity and fairness and protect the voluntariness, confidentiality and self-determination of the parties, and the standards for professional and ethical conduct as may be specified.

The mediator shall not be bound by the Code of Civil Procedure, 1908, or the Indian Evidence Act, 1872.

The mediator with the consent of the parties shall determine the language or languages to be used in the mediation process.

Mediation shall be completed within a period of one hundred and twenty days from the date fixed for the first appearance before the mediator.

The period for mediation may be extended for a further period as agreed by the parties, but not exceeding sixty days.

For the purposes of record, mediated settlement agreement arrived at between the parties, may, at the option of parties, be registered with an Authority constituted under the said Act, or any other body as may be notified by the Central Government, in such manner as may be specified and such Authority or body shall issue a unique registration number to such settlement agreements.

Where no agreement is arrived at between the parties, within the time period as provided under section 18, or where, the mediator is of the view that no settlement is possible, he shall,—

- (i) in the case of institutional mediation, submit a non-settlement report to the mediation service provider in writing;
- (ii) in all other cases, prepare a non-settlement report and provide a signed copy to all the parties.

The mediator, mediation service provider, the parties and participants in the mediation shall keep confidential all the matters relating to the mediation proceedings.



Enforcement of Mediated Settled Agreement

A mediated settlement agreement resulting from a mediation signed by the parties and authenticated by the mediator shall be final and binding on the parties.

The mediated settlement agreement shall be enforced in accordance with the provisions of the Code of Civil Procedure, 1908, in the same manner as if it were a judgment or decree passed by a court.

Conclusion

Mediation has bright future, subject to limited interference by the judiciary at each and every stage of Median. Median must be empowered, so that only the Mediation Settlement Agreement may be challenged in the Court on specified grounds and all other internal processes to Mediation may be party controlled with no role for litigation.



STUDENT CORNER
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जिस पेशे में सफलता की ना कोई सीमा है
ना ही है कोई बंधन
मुबारक हो सबको ICSI
55TH डे ऑफ फाउंडेशन
कॉरपोरेट्स में कोई भी गलत चीज के लिए आईसीएसआई के
मेम्बर डट के लडते है
NCLT में कंपनी का प्रतिनिधित्व भी करते हैं
जैसे बीमार व्यक्ति को दवा दिला कर उसे वापस हिम्मत करके
उठाते हैं..
वैसे ही ICSI के मेंबर भी रेजोल्यूशन प्रोफेशनल बन कर बीमार
कंपनी।

को वापस शुरू कराते है....❤️
इंसान सूट बूट में लगता है जरूर बहुत अच्छा और खास 😊
पर जब वो आईसीएसआई का सदस्य बन कर आता है
तो पर्सनालिटी निखर के आती है सुन्दर और बहुत ज्यादा खास
जैसे एक व्यक्ति की जान बचाने वाला है
ऑल इंडिया 'इन्स्टिट्यूट ऑफ़ मेडिकल साइंस
कंपनियों के लिए भारतीय कंपनी सचिव संस्थान
(आईसीएसआई)
ही है लाइफ लाइन

“ Speak the truth, abide by law “हमेशा याद रखना यह लाइन
ICSI को 55वें जन्मदिन की शुभकामनाएं
हमारा 'इन्स्टिट्यूट, हमारी 'लाइफ़ लाइन



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“CORPORATE SOCIAL RESPONSIBILITY”

Meaning of Corporate Social Responsibility

Corporate Social Responsibility (CSR) is a business approach companies follow to make a social impact and focus beyond profits. Its main purpose is to enhance the company's image, earn customer loyalty and generate more sales. It also benefits society and the environment as businesses work for the collective good.

Applicability

The CSR provisions are applicable to the following companies:

Every company, its holding company, its subsidiary company and foreign company having in the preceding financial year:

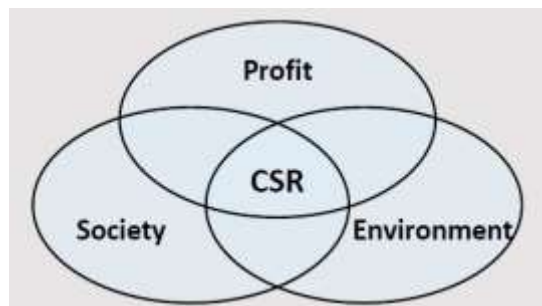
- Net Worth > 500 Crore
- Turnover > 1000 Crore
- Net Profit > 5 Crore

CSR expenditure: The Board of every company to which CSR is applicable shall ensure that the company spends, in every financial year, **at least two per cent of the average net profits of the company made during the three immediately preceding financial years.**

Broadly speaking, Corporate Social Responsibility (CSR) is an umbrella term referring to business practices that:

- Are carried out for **social or environmental purposes;**
- Are voluntary as **not prescribed by law.**

CSR, simultaneously pursuing social, environmental, and financial objectives





Types of Corporate Social Responsibility

In general, there are four main types of corporate social responsibility. A company may choose to engage in any of these separately, and lack of involvement in one area does not necessarily exclude a company from being socially responsible.

- **Environmental Responsibility**
- **Ethical Responsibility**
- **Philanthropic Responsibility**
- **Financial Responsibility**

Environmental responsibility

Environmental responsibility is the pillar of corporate social responsibility rooted in preserving mother's nature. Through optimal operations and support of related causes, a company can ensure that it leaves natural resources better than before its operations. A company can pursue environmental stewardship through:

- Reducing pollution, waste, natural resource consumption, and emissions through its manufacturing process.
- Recycling goods and materials throughout its processes, including promoting re-use practices with its customers.
- Offsetting negative impacts by replenishing natural resources or supporting causes that can help neutralize the company's impact. For example, a manufacturer that deforests trees may commit to planting the same amount or more.
- Distributing goods consciously by choosing methods that have the least impact on emissions and pollution.
- Creating product lines that enhance these values. For example, a company that offers a gas lawnmower may design an electric lawnmower.

Ethical Responsibility

Ethical responsibility is the pillar of corporate social responsibility rooted in acting in a fair, ethical manner. Companies often set their own standards, although external forces or demands by clients may shape ethical goals. Instances of ethical responsibility include:

Fair treatment across all types of customers regardless of age, race, culture, or sexual orientation.

Positive treatment of all employees including favourable pay and benefits in excess of mandated minimums. This includes fair employment consideration for all individuals regardless of personal differences.

Expansion of vendor use to utilize different suppliers of different races, genders, veteran statuses, or economic statuses.

Honest disclosure of operating concerns to investors in a timely and respectful manner. Though not always mandated, a company may choose to manage its relationship with external stakeholders beyond what is legally required.



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Philanthropic Responsibility

Philanthropic responsibility is the pillar of corporate social responsibility that challenges how a company acts and how it contributes to society. In its simplest form, philanthropic responsibility refers to how a company spends its resources to make the world a better place. This includes:

- Whether a company donates profit to charities or causes it believes in.
- Whether a company enters into transactions only with suppliers or vendors that align with the company philanthropically.
- Whether a company supports employee philanthropic endeavours through time off or matching contributions.
- Whether a company sponsors fundraising events or has a presence in the community.

Financial Responsibility

Financial responsibility is the pillar of corporate social responsibility that ties together the three areas above. A company might make plans to be more environmentally, ethically, and philanthropically focused; however, it **must back these plans through financial investments of programs, donations, or product research.** This includes spending on:

- Research and development for new products that encourage sustainability.
- Recruiting different types of talent to ensure a diverse workforce.
- Initiatives that train employees on DEI, social awareness, or environmental concerns.
- Processes that might be more expensive but yield greater CSR results.
- Ensuring transparent and timely financial reporting including external audits.

Benefits of Corporate Social Responsibility

As important as CSR is for the community, it is equally valuable for a company. CSR activities can help forge a stronger bond between employees and corporations, boost morale, and aid both employees and employers in feeling more connected to the world around them. Aside from the positive impacts to the planet, here are some additional reasons businesses pursue corporate social responsibility.

Brand Recognition - It improves customers' perception of your brand.

Build Investor Relations - It increases your appeal to investors.

Employee Engagement- It attracts and retains employees.

Risk Mitigation – It reduces the Risk due to all 3 above benefits.

When did CSR emerge?

The concept of CSR has a long history. Its intellectual roots can be traced back to at least the 1950s and 1960s, when economists like Howard R. Bowen* and William C. Frederick** undertook an in-depth reflection on the social responsibilities of business firms and their executives. This was in response to moral questions arising from the professionalization of management and the emergence of unprecedentedly large corporations.

CSR became mainstream through the 2000s. Evidence for this can be seen in the evolution of CSR reporting rates: While in the late 2000s, merely one of three of the world's 250 largest companies by revenue published a CSR report, the CSR reporting rate is plateauing at levels consistently above 90% since the early 2010s.



Source: The KPMG Survey of Corporate Responsibility Reporting 2017.

Examples of CSR companies

If you're looking for CSR inspiration for your business, here are six companies practicing corporate social responsibility on a large scale.

- **LEGO:** The toy company has invested millions of dollars into addressing climate change and reducing waste. LEGO's environmentally conscious efforts include reduced packaging, sustainable materials, and [investments in alternative energy](#).
- **TOMS:** TOMS donates one-third of its net profits to charities that support physical and mental health as well as educational opportunities. During the pandemic, the brand directed all charitable donations to the TOMS COVID-19 Global Giving Fund.
- **Johnson & Johnson:** The brand Johnson & Johnson focuses on reducing its environmental impact by investing in alternative energy sources. Globally, Johnson & Johnson also works to provide clean, safe water to communities.
- **Starbucks:** The global coffee chain has implemented a socially responsible hiring process to diversify its workforce. Its efforts are focused on hiring more veterans, young people looking to start their careers, and refugees.
- **Google:** Google has demonstrated its commitment to the environment by investing in renewable energy sources and sustainable offices.
- **Pfizer:** The pharmaceutical company's focus on corporate citizenship is reflected in its healthcare initiatives, which include spreading awareness about non-infectious diseases and providing accessible health services to women and children in need.
- **Reliance Industries Limited:** Reliance Industries Limited has been the top CSR spender in the country for the last several years. The Company spent Rs. 1186 crore on its CSR initiatives in FY2021-22, higher than what it was obligated to spend as per the Company's Act (Rs. 1112 crore).

The main areas of focus of CSR of Reliance Industries include Rural Transformation, Education, Disaster Response, Health, Sports for Development, and Arts, Culture and Heritage. The company also extended its aid to the nation to combat the spread of the COVID-19 pandemic.

Reliance Foundation was accorded for its Corporate Leadership in ESG at The CSR Journal Excellence Awards 2021.

- **Tata Consultancy Services Limited:** Tata Consultancy Services (TCS), an IT services, consulting, and business solutions company, the company spent more on CSR than was required (Rs. 716 crore), spending a total of Rs. 727 crore. The primary focus areas are education, skilling, employment and entrepreneurship, with a focus on bridging the opportunity gap for people and communities.
- **HDFC Bank Limited:** HDFC Bank is India’s largest private sector bank by assets and the world’s 10th largest bank by market capitalisation as of April 2021. In FY2021-22, although the bank was obligated to spend Rs. 733.86 crore, it spent Rs. 736.01 crore on its CSR initiatives.



सभी चीजें कृत्रिम हैं, क्योंकि प्रकृति ईश्वर की कला है.

Lets join hand together to develop and grow with Environment.

*****THE END*****

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- <https://www.hec.edu/en/faculty-research/centers/society-organizations-institute/think/so-institute-executive-factsheets/what-corporate-social-responsibility-csr>
- <https://www.investopedia.com/terms/c/corp-social-responsibility.asp>



CS LALIT RAJPUT
A52794



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ABOUT ARTICLE:

This article contains various **Compliance requirements** for the **Month of October, 2023** under various Statutory Laws. Compliance means ***“adhering to rules and regulations.”*** Compliance is a continuous process of following laws, policies, and regulations, rules to meet all the necessary governance requirements without any failure.

If you think compliance is expensive, try non-compliance”

Compliance Requirement Under:

1. Foreign Exchange Management Act, 1999 (FEMA) and Important Notifications
2. Income Tax Act, 1961
3. Goods & Services Tax Act, 2017 (GST) and Important Updates / Circulars
4. Other Statutory Laws and Updates
5. SEBI (Listing Obligations & Disclosure Requirements) (LODR) Regulations, 2015
6. SEBI Takeover Regulations 2011
7. Companies Act, 2013 (MCA/ROC Compliance) and Notifications

1. KEY COMPLIANCES UNDER FEMA / RBI

Applicable Laws/Acts	Due Dates	Compliance Particulars	Forms / (Filing mode)
FEMA ACT 1999	15th of every year (Revised return can be filed)	Annual return on Foreign Liabilities and Assets is required to be submitted by all the India resident companies which have received FDI and/ or made overseas investment in any of the previous year(s), including current year by July 15 th every year.	FLAIR System Click Here
FEMA ACT 1999	Not later than 30 days from the date of issue of Capital instrument	FC-GPR is a form filed when the Indian company receives the Foreign Direct Investment and the company allots shares to a person resident outside India.	Form FC-GPR



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FEMA ACT 1999	With in 60 days of receipt/ remittance of funds or transfer of capital instruments whichever is earlier.	Reporting of transfer of shares and other eligible securities between residents and non-residents and vice- versa is to be made in Form FC-TRS. The onus of reporting shall be on the resident transferor/ transferee.	Form FC-TRS.
FEMA ACT 1999	Within 30 days from the date of receipt of the amount of consideration.	A Limited Liability Partnership receiving amount of consideration and acquisition of profit shares is required to submit a report in the Form FDI LLP-1	Form FDI LLP-I
FEMA ACT 1999	within 60 days from the date of receipt of funds in	A Limited liability Partnership shall report disinvestment/ transfer of capital contribution or profit share between a resident and a non resident (or vice versa)	Form FDI LLP-II
FEMA ACT 1999	within 30 days from the date of allotment of capital instruments	The domestic custodian shall report the issue/ transfer/ of sponsored/ unsponsored depository receipts	Downstream statement -Form DI & reporting at FIFP too
Types of Accounts	Capital Account and Current Account – The purpose of the capital account is to adjust the assets and liabilities of individuals outside India to persons residing in India. Thus any transaction that results in a change of the overseas assets and liabilities in India of an Indian residing outside India or transactions overseas of a person residing in India will be considered under the capital account. All other transactions fall under the category of the current account.		
NRI Bank Accounts	There is option for the Non-Resident Indians to set up various bank accounts in India, like FCNR, NRE and NRO Accounts.		

- RBI CIRCULARS / NOTIFICATIONS: SEPTEMBER, 2023**

Sl.	Particulars of the Circulars	Link
1	PM Vishwakarma Scheme	Click Here
2	Responsible Lending Conduct – Release of Movable / Immovable Property Documents on Repayment/ Settlement of Personal Loans	Click here
3	Master Direction - Classification, Valuation and Operation of Investment Portfolio of Commercial Banks (Directions), 2023	Click here
4	Reserve Bank of India – Bulletin Weekly Statistical Supplement – Extract	Click here

5	RBI releases Handbook of Statistics on the Indian Economy 2022-23	Click here
6	All-India Quiz on Financial Literacy, 2023 for students of Government and Municipal Schools	Click here
7	Census on Foreign Liabilities and Assets of Indian Direct Investment Entities for 2022-23 - Data release	Click here
8	Reserve Bank of India (Classification, Valuation and Operation of Investment Portfolio of Commercial Banks) Directions, 2023	Click here
9	Data Quality Index for Commercial and Microfinance Segments by Credit Information Companies	Click Here
10.	Master Direction - Reserve Bank of India (Prudential Regulations on Basel III Capital Framework, Exposure Norms, Significant Investments, Classification, Valuation and Operation of Investment Portfolio Norms and Resource Raising Norms for All India Financial Institutions) Directions, 2023	Click here
11.	RBI announces rate of interest on Government of India Floating Rate Bond 2033	Click here
12	Shri Swaminathan J, Deputy Governor, Reserve Bank of India meets Directors heading Customer Service Committees of the Board and Heads of Customer Service Verticals of Banks and other Regulated Entities	Click here
13	Reserve Bank of India – Bulletin Weekly Statistical Supplement – Extract	Click here
14	RBI Bulletin – September 2023	Click here
15	₹2000 Denomination Banknotes – Withdrawal from Circulation – Review	Click here
16	Reserve Bank of India – Bulletin Weekly Statistical Supplement – Extract	Click here
17	Display of information - Secured assets possessed under the SARFAESI Act, 2002	Click here
18	Master Direction - Reserve Bank of India (Prudential Regulations on Basel III Capital Framework, Exposure Norms, Significant Investments, Classification, Valuation and Operation of Investment Portfolio Norms and Resource Raising Norms for All India Financial Institutions) Directions, 2023	Click here

2. COMPLIANCE REQUIREMENT UNDER INCOME TAX ACT, 1961

Sl.	Compliance Particulars	Due Dates
1	Due date for deposit of tax deducted/collected for the month of September, 2023. However, all sum deducted/collected by an office of the government shall be paid to the credit of the Central Government on the same day where tax is paid without production of an Income-tax Challan	07.10.2023



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2.	Due date for deposit of TDS for the period July 2023 to September 2023 when Assessing Officer has permitted quarterly deposit of TDS under section 192, 194A, 194D or 194H	07.10.2023
3	Due date for furnishing of Form 24G by an office of the Government where TDS/TCS for the month of September, 2023 has been paid without the production of a challan	15.10.2023
4	Due date for issue of TDS Certificate for tax deducted under section 194-IB in the month of August, 2023	15.10.2023
5	<i>Due date for issue of TDS Certificate for tax deducted under section 194-IA in the month of August, 2023</i>	15.10.2023
6	Due date for issue of TDS Certificate for tax deducted under section 194M in the month of August, 2023	15.10.2023
7	Due date for issue of TDS Certificate for tax deducted under section 194S in the month of August, 2023 Note: Applicable in case of specified person as mentioned under section 194S	15.10.2023
8	Quarterly statement of TCS deposited for the quarter ending September 30, 2023	15.10.2023
9	Upload declarations received from recipients in Form No. 15G/15H during the quarter ending September, 2023	15.10.2023
10	Due date for furnishing statement in Form no. 3BB by a stock exchange in respect of transactions in which client codes been modified after registering in the system for the month of September, 2023	15.10.2023
11	Quarterly TCS certificate in respect of tax collected by any person for the quarter ending June 30, 2023 Note: Due to extension of due date of TCS statement vide Circular no. 9/2023, dated 28-06-2023, the revised due date for furnishing TCS certificate shall be October 15, 2023	15.10.2023
12	Quarterly TDS certificate (in respect of tax deducted for payments other than salary) for the quarter ending June 30, 2023 Note: Due to extension of due date of TDS statement vide Circular no. 9/2023, dated 28-06-2023, the revised due date for furnishing TDS certificate shall be October 15, 2023	15.10.2023
13	Due date for furnishing of challan-cum-statement in respect of tax deducted under section 194-IA in the month of September, 2023	30.10.2023
14	Due date for furnishing of challan-cum-statement in respect of tax deducted under section 194-IB in the month of September, 2023	30.10.2023
15	Due date for furnishing of challan-cum-statement in respect of tax deducted under section 194M in the month of September, 2023	30.10.2023



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16	Due date for furnishing of challan-cum-statement in respect of tax deducted under section 194S in the month of September, 2023	30.10.2023
	Note: Applicable in case of specified person as mentioned under section 194S	
17	Quarterly TCS certificate (in respect of tax collected by any person) for the quarter ending September 30, 2023	30.10.2023
18	Intimation by a designated constituent entity, resident in India, of an international group in Form no. 3CEAB for the accounting year 2022-23	31.10.2023
19	Quarterly statement of TDS deposited for the quarter ending September, 2023	31.10.2023
20	Due date for furnishing of Annual audited accounts for each approved programmes under section 35(2AA)	31.10.2023
21	Quarterly return of non-deduction of tax at source by a banking company from interest on time deposit in respect of the quarter ending September, 2023	31.10.2023
22	Copies of declaration received in Form No. 60 during April 1, 2023 to September 30, 2023 to the concerned Director/Joint Director	31.10.2023
23	Due date for filing of return of income for the assessment year 2023-24 if the assessee (not having any international or specified domestic transaction) is (a) corporate-assessee or (b) non-corporate assessee (whose books of account are required to be audited) or (c) partner of a firm whose accounts are required to be audited or the spouse of such partner if the provisions of section 5A apply Note: The due date of furnishing of Return of Income in Form ITR-7 in the case of assessee referred to in clause (a) of Explanation 2 to section 139(1) has been extended from October 31, 2023 to November 30, 2023, vide Circular no. 16/2023, dated 18-09-2023	31.10.2023
24	Audit report under section 44AB for the assessment year 2023-24 in the case of an assessee who is also required to submit a report pertaining to international or specified domestic transactions under section 92E	31.10.2023
25	Report to be furnished in Form 3CEB in respect of international transaction and specified domestic transaction.	31.10.2023
26	Due date for e-filing of report (in Form No. 3CEJ) by an eligible investment fund in respect of arm's length price of the remuneration paid to the fund manager (if the assessee is required to submit return of income on October 31, 2023).	31.10.2023



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27	Statement by scientific research association, university, college or other association or Indian scientific research company as required by rules 5D, 5E and 5F (if due date of submission of return of income is October 31, 2023).	31.10.2023
28	Submit copy of audit of accounts to the Secretary, Department of Scientific and Industrial Research in case company is eligible for weighted deduction under section 35(2AB) [if company does not have any international/specified domestic transaction]	31.10.2023
29	Intimation in Form 10BBB by a pension fund in respect of each investment made in India for quarter ending September, 2023	31.10.2023
30	Intimation in Form II by Sovereign Wealth Fund in respect of investment made in India for quarter ending September, 2023	31.10.2023
31	Furnishing of Audit report in Form no. 10B/10BB by a fund or trust or institution or any university or other educational institution or any hospital or other medical institution. Note: the due date for furnishing the Audit report in Form no. 10B/10BB has been extended from September 30, 2023 to October 31, 2023 vide Circular no. 16/2023, dated 18-09-2023	31.10.2023

Centre Announces 3-Month Extension For Implementing Revised TCS Rates

Increased TCS rates to apply from 1st October, 2023: The increase in TCS rates; which were to come into effect from 1st July, 2023 shall now come into effect from October 1, 2023. [Source: Click Here](#)

IMPORTANT NOTIFICATIONS – For the month of September - 2023:

Sl.	Particulars of the Notification(s)	File No. / Circular No.	Link(s)
1.	The Income-tax (Twentieth Amendment) Rules, 2023.	Notification No. 73/2023	Click Here
2.	the Central Government hereby notifies for the purposes of the said clause, 'Rajasthan State Dental Council' (PAN AABAR7223E),	Notification No. 74/2023	Click Here
3.	Guidelines under clause (10D) of section 10 of the Income-tax Act, 1961	Circular No. 15/2023	Click Here
4.	The Central Government hereby makes the following further amendments in the notification of the Government of India, Ministry of Finance, (Department of Revenue), number 16/2020, dated the 5 th March, 2020,	Notification No. 71/2023	Click Here
5.	Circular No. 16/2023 :Extension of timelines for filing of Form 10B/10BB and Form ITR-7 for the Assessment Year 2023-24	Circular No. 17/2023	Click Here

3. COMPLIANCE REQUIREMENT UNDER GST, 2017

A. Filing of GSTR –3B / GSTR 3B QRMP

a) Taxpayers having aggregate turnover > Rs. 5 Cr. in preceding FY

Tax period	Due Date	Particulars
Sep, 2023	20 th October, 2023	Due Date for filling GSTR - 3B return for the month of Sep, 2023 for the taxpayer with Aggregate turnover exceeding INR 5 crores during previous year.

b). Taxpayers having aggregate turnover upto Rs. 5 crores in preceding FY (Group A)

Tax period	Due Date	Particulars
Sep, 2023	22 nd October, 2023	Due Date for filling GSTR - 3B return for the month of Sep., 2023 for the taxpayer with Aggregate turnover upto INR 5 crores during previous year and who has opted for Quarterly filing of GSTR-3B

Group A States: Chhattisgarh, Madhya Pradesh, Gujarat, Maharashtra, Karnataka, Goa, Kerala, Tamil Nadu, Telangana, Andhra Pradesh, Daman & Diu and Dadra & Nagar Haveli, Puducherry, Andaman and Nicobar Islands, Lakshadweep

c). Taxpayers having aggregate turnover upto Rs. 5 crores in preceding FY (Group B)

Tax period	Due Date	Particulars
Sep, 2023	24 th October, 2023	Annual Turnover Up to INR 5 Cr in Previous FY But Opted Quarterly Filing

Group B States: Himachal Pradesh, Punjab, Uttarakhand, Haryana, Rajasthan, Uttar Pradesh, Bihar, Sikkim, Arunachal Pradesh, Nagaland, Manipur, Mizoram, Tripura, Meghalaya, Assam, West Bengal, Jharkhand, Odisha, Jammu and Kashmir, Ladakh, Chandigarh, Delhi

B. Filing Form GSTR-1:

Tax period	Due Date	Remarks
Monthly return (Sep., 2023)	11.10.2023	1. GST Filing of returns by registered person with aggregate turnover exceeding INR 5 Crores during preceding year. 2. Registered person, with aggregate turnover of less than INR 5 Crores during preceding year, opted for monthly filing of return under QRMP.



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C. Non Resident Tax Payers, ISD, TDS & TCS Taxpayers

Form No.	Compliance Particulars	Timeline	Due Date
GSTR-5 & 5A	Non-resident ODIAR services provider file Monthly GST Return	20th of succeeding month	20.10.2023
GSTR -6	Every Input Service Distributor (ISD)	13th of succeeding month	13.10.2023
GSTR -7	Return for Tax Deducted at source to be filed by Tax Deductor	10th of succeeding month	10.10.2023
GSTR -8	E-Commerce operator registered under GST liable to TCS	10th of succeeding month	10.10.2023

D. GSTR - 1 QRMP monthly / Quarterly return

Form No.	Compliance Particulars	Timeline	Due Date
Details of outward supply-IFF & Summary of outward supplies by taxpayers who have opted for the QRMP scheme.	<p>a) GST QRMP monthly return due date for the month of April, 2022 (IFF). Applicable for taxpayers with Annual aggregate turnover up to Rs. 1.50 Crore.</p> <p>a) Summary of outward supplies by taxpayers who have opted for the QRMP scheme.</p>	<p>13th of succeeding month - Monthly</p> <p>Quarterly Return</p>	13.10.2023

E. GST Refund:

Form No.	Compliance Particulars	Due Date
RFD -10	Refund of Tax to Certain Persons	18 Months after the end of quarter for which refund is to be claimed



F. Monthly Payment of GST – PMT-06:

<u>Compliance Particular</u>	<u>Due Date</u>
Due Date of payment of GST for a taxpayer with Aggregate turnover up to INR 5 crores during the previous year and who has opted for Quarterly filing of return under QRMP.	25.10.2023

G. GSTR 11: Statement of inward supply of goods or services or both received by UIN holders – 28.10.2023

GSTR-11 is the return to be filed by the persons who have been issued a Unique Identity Number and claims a refund of the taxes paid on their inward supplies.

Due date: Must be filed by the **28th of the month following the month** in which inward supply is received by the UIN holders.

☐ GST UPDATES – SEPTEMBER, 2023:

Sl.	Notification Particulars	Notification No.	Link (s)
1.	Introducing Electronic Credit Reversal and Reclaimed statement	GSTN 601	Click Here
2.	Seeks to make amendments (Third Amendment, 2023) to the CGST Rules, 2017.	45/2023-Central Tax	Click Here
3.	Advisory: Time limit for Reporting Invoices on the IRP Portal	GSTN 602	Click Here
4.	Advisory: Temporary /Short Period Pause in e-Invoice Auto Population into GSTR-1	GSTN 604	Click Here
5.	Advisory: Geocoding Functionality for the Additional Place of Business	GSTN 603	Click Here
6.	Seeks to make amendments (Third Amendment, 2023) to the CGST Rules, 2017 in supersession of Notification No. 45/2023 dated 06.09.2023	51/2023-Central Tax	Click Here
7.	Seeks to amend Notification No. 66/2017-Central Tax dated 15.11.2017 to exclude specified actionable claims	50/2023-Central Tax	Click Here
8.	Seeks to notify supply of online money gaming, supply of online gaming other than online money gaming and supply of actionable claims in casinos under section 15(5) of CGST Act	49/2023-Central Tax	Click Here
9.	Seeks to notify the provisions of the Central Goods and Services Tax (Amendment) Act, 2023	48/2023-Central Tax	Click Here
10.	Seeks to amend Notification No. 30/2023-CT dated 31st July, 2023	47/2023-Central Tax	Click Here

Applicable Laws/Acts	Timeline / Due Dates	Compliance Particulars	Forms / (Filing mode)
<i>EPF (The Employees' Provident Funds And Miscellaneous Provisions Act, 1952)</i>	15.10.2023	PF Payment	ECR
<i>ESIC (Employees' State Insurance Act, 1948)</i>	15.10.2023	ESIC Payment	ESI CHALLAN
<i>Contract Labour (Regulation & Abolition) Act, 1970</i>	Within 15 Days of commencement/ completion of contract work	Return/Notice by the Principal employer	Form VI-B
<i>Contract Labour (Regulation & Abolition) Act, 1970</i>	Within 15 Days of commencement/ completion of contract work	Notice of commencement/ completion of contract work by the Contractor	Form VI-A
<i>Payment of Gratuity Rule</i>	Within 30 Days of applicability of the Act & any change	Notice of applicability of the Act & any change	Form A or B

Sl.	Particulars	Link
1	VPF vs EPF: What is the difference? Which one will give you a higher interest rate?	Click here
2	EPFO: Can I link my LIC policy with my Provident Fund (PF) account?	Click here
3	EPFO: Will your Provident Fund (PF) savings be sufficient for retirement?	Click here
4	Voluntary Provident Fund (VPF): High-interest rate, tax rebate under 80C, and other benefits	Click here
5	EPFO is told: Do not make interest rate public unless Finance Ministry approves	Click here



6	EPFO extends three months' time for Employers to upload wage details etc. regarding Pension on Higher Wages	Click here
7	New labour laws mandate companies to compensate for over 30 unused leaves	Click here
8	EPFO is told: Do not make interest rate public unless Finance Ministry approves	Click here
9	EPFO: How to calculate interest on your EPF balance ?	Click here
10	What are the difference between EPF and PPF? Which is better?	Click here
11	EPFO: Heres how to check the EPF passbook through UMANG app	Click here
12	Ministry of Labour and Employment signs Memorandum of Understanding (MoUs) with various Private Job Portals/Employers	Click here

5. SEBI – SECURITIES EXCHANGE BOARD OF INDIA

- **COMPLIANCE REQUIREMENT UNDER SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) (LODR) REGULATIONS, 2015**

A. Quarterly Compliances:

Sl. No.	Regulation reference (Reg.)	Compliance Particulars	Timeline / Due Date (For the Quarter Ended December, 2022)	Due Dates
1	27(2)	Corporate Governance Report	21 days from end of quarter	21.10.2023
2	13(3)	Statement of Investor Complaints	21 days from end of quarter	21.10.2023
3	31 (1) (b)	Shareholding Pattern	21 days from end of quarter	21.10.2023
4	33	Financial Results	45 days/60 days from end of quarter	14.11.2023

B. Half Yearly Compliances:

Sl. No.	Regulation No.	Compliance Period (Due Date)	Due Date
1.	Regulation 23(9) Related party transactions.	The listed entity shall make such disclosures every 6 months within 15 days from the date of publication of its standalone and consolidated financial results: Provided further that the listed entity shall make such disclosures every 6 months on the date of publication of its standalone and consolidated financial results with effect from April 1, 2023.	On the date of publication of FR (standalone & consolidated financial results)

C. Regular / Annual Compliances:

REG NO	REGULATION NO	PARTICULARS	TIMELINE
47 Advertisements in Newspapers.	47 (3) Advertisements in Newspapers	Financial results at 47 clause (b) of sub-regulation (1), shall be published within 48 hours of conclusion of the meeting of board of directors at which the financial results were approved.	48 HOURS
46 Website	46(2)(s)	The listed entity shall disseminate the following information under a separate section on its website separate audited financial statements of each subsidiary of the listed entity in respect of a relevant financial year, uploaded at least 21 days prior to the date of the annual general meeting which has been called to inter alia consider accounts of that FY.]	21 days prior 1 days prior to the date of AGM
Annual Disclosure requirements for large entities	Circular No. SEBI/HO/DDHS/CIR/P /2018/144	Annual Disclosure to be made by an entity identified as a Large Corporates (To be submitted to the Stock Exchange(s) within 45 days of the end of the FY) (Applicable for FY 2020 and 2021)	Within 45 days of the end of the FY

D. Other Quarterly compliance which included half year compliance except FR (Financial Results)

Reg No	Regulation No	Particulars	Timeline
Intimation	Reg 29 read with Reg 33	intimation regarding item specified in clause 29(1) (a) to be discussed at the meeting of board of directors shall be given at least five days in advance (excluding the date of the intimation and date of the meeting), and such intimation shall include the date of such meeting of board of directors.	at least 5 working days in advance, excluding the date of the intimation and date of the meeting



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<p>Intimations and Disclosure of events or information to Stock Exchanges.</p>	<p>87B: Intimations and Disclosure of events or information to Stock Exchanges. READ WITH PART E OF Schedule III</p>	<p>The listed entity shall first disclose to stock exchange(s) of all events or information, as specified in Part E of Schedule III, as soon as reasonably possible but not later than twenty four hours from occurrence of the event or information:</p>	<p>24 HOURS</p>
<p>Valuation, Rating and NAV disclosure.</p>	<p>87C(1) (iii)</p>	<p>An issuer whose security receipts are listed on a stock exchange shall ensure that: the net asset value is calculated on the basis of such independent valuation and the same is declared by the asset reconstruction company within 15 days of the end of quarter.</p>	<p>15 Days</p>
<p>– Certificate from Practicing Company Secretary.</p>	<p>Regulation 40 (9) <i>(Regulation 40 (10)-certificate mentioned at sub-regulation (9), shall be filed with the stock exchange(s) simultaneously.)</i></p>	<p>The listed entity shall ensure that the share transfer agent and/or the in-house share transfer facility, as the case may be, produces a certificate from a practicing company secretary within 30 days from the end of the financial year, certifying that all certificates have been issued within thirty days of the date of lodgement for transfer, subdivision, consolidation, renewal, exchange or endorsement of calls/ allotment monies.</p>	<p>Within 30 days from the end of the financial year.</p>
<p>Indian Depository Receipt holding pattern & Shareholding details.</p>	<p>69(1)</p>	<p>The listed entity shall file with the stock exchange the Indian Depository Receipt holding pattern on a quarterly basis within fifteen days of end of the quarter in the format specified by the Board.</p>	<p>15 days from end of each quarter</p>

E. Event based Compliances

Reg No	Regulation No	Particulars	Timeline
<i>30 Disclosure of events or information.</i>	30(6) AND Part A of Schedule III	The listed entity shall first disclose to stock exchange(s) of all events, as specified in Part A of Schedule III, or information as soon as reasonably possible and not later than twenty four hours from the occurrence of event or information	24 HOURS
<i>30 Disclosure of events or information.</i>	30(6) AND sub-para 4 of Para A of Part A of Schedule III	The listed entity shall disclose to the Exchange(s), within 30 minutes of the closure of the meeting held to consider the following: a) dividends and/or cash bonuses recommended or declared or the decision to pass any dividend and the date on which dividend shall be paid/dispatched; b) any cancellation of dividend with reasons thereof; c) the decision on buyback of securities; d) the decision with respect to fund raising proposed to be undertaken e) increase in capital by issue of bonus shares through capitalization including the date on which such bonus shares shall be credited/dispatched; f) reissue of forfeited shares or securities, or the issue of shares or securities held in reserve for future issue or the creation in any form or manner of new shares or securities or any other rights, privileges or benefits to subscribe to; g) short particulars of any other alterations of capital, including calls; h) financial results; i) decision on voluntary delisting by the listed entity from stock exchange(s).	30 MINUTES



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<p>31A: Conditions for re-classification of any person as promoter / public</p>	<p>31A(8)</p>	<p>The following events shall deemed to be material events and shall be disclosed by the listed entity to the stock exchanges as soon as reasonably possible and not later than twenty four hours from the occurrence of the event: (a) receipt of request for re-classification by the listed entity from the promoter(s) seeking re-classification; (b) minutes of the board meeting considering such request which would include the views of the board on the request; (c) submission of application for re-classification of status as promoter/public by the listed entity to the stock exchanges; (d) decision of the stock exchanges on such application as communicated to the listed entity;</p>	<p>24 HOURS</p>
<p>34 Annual Report.</p>	<p>34(1)(b)</p>	<p>In the event of any changes to the annual report, the revised copy along with the details of and explanation for the changes shall be sent not later than 48 hours after the annual general meeting.]</p>	<p>48 HOURS</p>
<p>44 Meetings of shareholders and voting</p>	<p>44(3)</p>	<p>The listed entity shall submit to the stock exchange, within two working days of the conclusion of its General Meeting, details regarding the voting results in the format specified by the Board.</p>	<p>2 working days</p>
<p>47 Advertisements in Newspapers.</p>	<p>47 (3) Advertisements in Newspapers</p>	<p>The listed entity shall publish the information specified in 47(1) in the newspaper simultaneously with the submission of the same to the stock exchange(s). The same is reproduced below 47(1) (a) notice of meeting of the board of directors where financial results shall be discussed (c) statements of deviation(s) or variation(s) as specified in sub-regulation (1) of regulation 32 on quarterly basis, after review by audit committee and its explanation in directors report in annual report; (d) notices given to shareholders by advertisement</p>	<p>Simultaneously</p>



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-	SCHEDULE III PART PART A 7(A)	resignation of the auditor of the listed entity, detailed reasons for resignation of auditor, as given by the said auditor, shall be disclosed by the listed entities to the stock exchanges as soon as possible but not later than twenty four hours of receipt of such reasons from the auditor	24 HOURS
-	SCHEDULE III PART PART A 7(B)	In case of resignation of an independent director of the listed entity, within seven days from the date of resignation, the following disclosures shall be made to the stock exchanges by the listed entities: i. Detailed reasons for the resignation of independent directors as given by the said director shall be disclosed by the listed entities to the stock exchanges. ii. The independent director shall, along with the detailed reasons, also provide a confirmation that there is no other material reasons other than those provided. iii. The confirmation as provided by the independent director above shall also be disclosed by the listed entities to the stock exchanges along with the detailed reasons as specified in sub-clause (i) above.]	7 days from the date of resignation
7 Share Transfer Agent.	Reg 7(4) & (5) Share Transfer Agent.	The listed entity shall intimate any change or appointment of a new share transfer agent, to the stock exchange(s) within seven days of entering into the agreement.	7 DAYS

29	Reg 29(1)	The intimation required under 29 (1), shall be given at least two working days in advance, excluding the date of the intimation and date of the meeting Reg 29(1) is reproduced below: (b) proposal for buyback of securities ; (c) proposal for voluntary delisting by the listed entity from the stock exchange(s); (d) fund raising by way of further public offer, rights issue, American Depository Receipts/Global Depository Receipts/Foreign Currency Convertible Bonds, qualified institutions placement, debt issue, preferential issue or any other method and for determination of issue price: Provided that intimation shall also be given in case of any annual general meeting or extraordinary general meeting or postal ballot that is proposed to be held for obtaining shareholder approval for further fund raising indicating type of issuance. (e) declaration/ recommendation of dividend, issue of convertible securities including convertible debentures or of debentures carrying a right to subscribe to equity shares or the passing over of dividend. (f) the proposal for declaration of bonus securities where such proposal is communicated to the board of directors of the listed entity as part of the agenda papers:	at least 2 working days in advance, excluding the date of the intimation and date of the meeting
31 <i>Holding of specified securities and shareholding pattern.</i>	Reg 31 (1)(a)	The listed entity shall submit to the stock exchange(s) a statement showing holding of securities and shareholding pattern separately for each class of securities, in the format specified by the Board from time to time - one day prior to listing of its securities on the stock exchange(s);	1 day prior to listing of its securities on the stock exchange(s)
31	Reg 31 (1 (c)	within ten days of any capital restructuring of the listed entity resulting in a change exceeding two per cent of the total paid-up share capital:	within 10 days of any capital restructuring



31A Conditions for re-classification of any person as promoter / public	Reg 31A	an application for re-classification of a promoter/ person belonging to promoter group to public to the stock exchanges has to be made by the listed entity consequent to the following procedures and not later than thirty days from the date of approval by shareholders in general meeting	30 days from the date of approval by shareholders in general meeting
37 Draft Scheme of Arrangement & Scheme of Arrangement.	37(1)	Draft Scheme of Arrangement & Scheme of Arrangement before for obtaining Observation Letter or No-objection letter, before filing such scheme with any Court or Tribunal, in terms of requirements specified by the Board or stock exchange(s) from time to time.	Before filling the same with any court or tribunal
39 Issuance of Certificates or Receipts/Letters/ Advices for securities and dealing with unclaimed securities.	39(2)	The listed entity shall issue certificates or receipts or advices, as applicable, of subdivision, split, consolidation, renewal, exchanges, endorsements, issuance of duplicates thereof or issuance of new certificates or receipts or advices, as applicable, in cases of loss or old decrepit or worn out certificates or receipts or advices, as applicable within a period of thirty days from the date of such lodgement.	30 Days
39 Issuance of Certificates or Receipts/Letters/ Advices for securities and dealing with unclaimed securities	39(3)	The listed entity shall submit information regarding loss of share certificates and issue of the duplicate certificates, to the stock exchange within two days of its getting information.	2 days of its getting information.
40 Transfer or transmission or transposition of securities.	40 (3)	On receipt of proper documentation, the listed entity shall register transfers of its securities in the name of the transferee(s) and issue certificates or receipts or advices, as applicable, of transfers; or issue any valid objection or intimation to the transferee or transferor, as the case may be, within a period of fifteen days from the date of such receipt of request for transfer	15 days
40 Transfer or transmission or transposition of securities.	40 (3)	the listed entity shall ensure that transmission requests are processed for securities held in dematerialized mode within seven days after receipt of the specified documents:	7 Days

40 <i>Transfer or transmission or transposition of securities.</i>	40 (3)	the listed entity shall ensure that transmission requests are processed for securities held in physical mode within twenty one days after receipt of the specified documents:	21 Days
-	SCHEDULE VII: TRANSFER OF SECURITIES (PART B (1))	In case of minor differences in the signature of the transferor(s), the listed entity shall follow the following procedure for registering transfer of securities: (a) the listed entity shall promptly send to the first transferor(s), via speed post an intimation of the aforesaid defect in the documents and inform the transferor(s) that objection, supported by valid proof, is not lodged by the transferor(s) with the listed entity within fifteen days of receipt of the listed entity's letter, then the securities shall be transferred	15 Days
42 <i>Record Date or Date of closure of transfer books.</i>	42(2)	The listed entity shall give notice in advance of atleast seven working days (excluding the date of intimation and the record date) to stock exchange(s) of record date specifying the purpose of the record date:	7 working days advance intimation excluding the date of the intimation and date of the meeting
42 <i>Record Date or Date of closure of transfer books.</i>	42(2)	in the case of rights issues, the listed entity shall give notice in advance of atleast three working days (excluding the date of intimation and the record date).]	3 working days advance intimation excluding the date of the intimation and date of the meeting
42 <i>Record Date or Date of closure of transfer books.</i>	42(3)	The listed entity shall recommend or declare all dividend and/or cash bonuses at least five working days (excluding the date of intimation and the record date) before the record date fixed for the purpose.	5 working days advance intimation excluding the date of the intimation and date of the meeting
46 <i>Website</i>	46 (3)(b)	The listed entity shall update any change in the content of its website within two working days from the date of such change in content.	2 working days
50 <i>Intimation to stock exchange(s).</i>	50(1)	The listed entity shall give prior intimation to the stock exchange(s) at least eleven working days before the date on and from which the interest on debentures and bonds, and redemption amount of redeemable shares or of debentures and bonds shall be payable.	11 working days
50 <i>Intimation to stock exchange(s).</i>	50(3)	The listed entity shall intimate to the stock exchange(s), at least two working days in advance, excluding the date of the intimation and date of the meeting, regarding the meeting of its board of directors, at which the recommendation or declaration of issue of non-convertible debt securities or any other matter affecting the rights or interests of holders of non- convertible debt securities or non - convertible redeemable preference shares is proposed to be considered.	2 working days advance intimation excluding the date of the intimation and date of the meeting



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52 Financial Results.	52 (4) & (5)	The listed entity shall, within seven working days from the date of submission of the information required under sub- regulation (4), submit to stock exchange(s), a certificate signed by debenture trustee that it has taken note of the contents	7 working days
<i>52 Financial Results.</i>	52 (4) & (8)	The listed entity shall, within two calendar days of the conclusion of the meeting of the board of directors, publish the financial results and statement referred to in reg 52 (4), in at least one English national daily newspaper circulating in the whole or substantially the whole of India.	two calendar days of the conclusion of the meeting
<i>57 Other submissions to stock exchange(s).</i>	57(1)	The listed entity shall submit a certificate to the stock exchange within two days of the interest or principal or both becoming due that it has made timely payment of interests or principal obligations or both in respect of the non convertible debt securities	within 2 days
<i>60 Record Date</i>	60(2)	The listed entity shall give notice in advance of at least seven working days (excluding the date of intimation and the record date) to the recognised stock exchange(s) of the record date or of as many days as the stock exchange(s) may agree to or require specifying the purpose of the record date.	7 working days advance intimation excluding the date of the intimation and date of the meeting
<i>78 Record Date.</i>	78(2)	The listed entity shall give notice in advance of at least four working days to the recognised stock exchange(s) of record date specifying the purpose of the record date	notice in advance of at least 4 working days
<i>82 Intimation and filings with stock exchange(s).</i>	82(2)	The listed entity shall intimate to the stock exchange(s), at least two working days in advance, excluding the date of the intimation and date of the meeting, regarding the meeting of its board of trustees, at which the recommendation or declaration of issue of securitized debt instruments or any other matter affecting the rights or interests of holders of securitized debt instruments is proposed to be considered.	2 working days in advance, excluding the date of the intimation and date of the meeting,



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82 Intimation and filings with stock exchange(s).	82(3)	The listed entity shall submit such statements, reports or information including financial information pertaining to Schemes to stock exchange within seven days from the end of the month/ actual payment date, either by itself or through the servicer, on a monthly basis in the format as specified by the Board from time to time: Provided that where periodicity of the receivables is not monthly, reporting shall be made for the relevant periods.	within 7 days
87 Record Date.	87(2)	The listed entity shall give notice in advance of at least seven working days (excluding the date of intimation and the record date) to the recognised stock exchange(s) of the record date or of as many days as the Stock Exchange may agree to or require specifying the purpose of the record date	7 working days advance intimation excluding the date of the intimation and date of the meeting
87E Record Date.	87E(2)	The listed entity shall give notice in advance of at least seven working days (excluding the date of intimation and the record date) to the stock exchange(s) of the record date or of as many days as the stock exchange may agree to or require specifying the purpose of the record date.	7 working days advance intimation excluding the date of the intimation and date of the meeting.

SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011

Securities and Exchange Board of India (SEBI) vide notification / Circular No. SEBI/HO/CFD/DCR1/CIR/P/2020/49 issued and published dated 27th March 2020, has published Relaxation from compliance with certain provisions of the SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 due to the COVID-19 pandemic".



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Sl. No.	Regulation No.	Compliance Particular	Compliance Period (Due Date)
1	Regulation 30(1)	Every person, who together with persons acting in concert with him, holds shares or voting rights entitling him to exercise 25% or more of the voting rights in a target company, shall disclose their aggregate shareholding and voting rights as of the 31 st day of March, in such target company in such form as may be specified.	Omitted through introduction of SEBI (Substantial Acquisition of Shares and Takeovers) (Second Amendment) Regulations, 2021
2	Regulation 30(2)	The promoter of every target company shall together with persons acting in concert with him, disclose their aggregate shareholding and voting rights as of the thirty-first day of March, in such target company in such form as may	Applicable w.e.f. 01.04.2022
3.	Regulation 31(1) read with Regulation 28(3) of Takeover Regulations AUGUST 7, 2019 CIRCULAR https://www.sebi.gov.in/legal/circulars/aug-2019/disclosure-of-reasons-for-encumbrance-by-promoter-of-listed-companies_43837.html	The promoter of every listed company shall specifically disclose detailed reasons for encumbrance if the combined encumbrance by the promoter along with PACs with him equals or exceeds: a) 50% of their shareholding in the company; or b) 20% of the total share capital of the company.	within 2 (two) working days (Provision Insertion: "Provided that the aforesaid disclosure requirement shall not be applicable where such encumbrance is undertaken in a depository")
4.	Regulation 31(4)	Disclosure of encumbered shares	Promoter of every target company shall together with persons acting in concert with him, disclose their aggregate shareholding and voting rights as of the 31 st March, in such target company in such form as may be specified.

SEBI Circulars Tracker: September, 2023



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Sl.	Particulars	Link
1.	Takeovers - Miven Machine Tools Limited	Click Here
2.	Order in the matter of Gokul Solutions Limited	Click Here
3.	Board nomination rights to unitholders of Infrastructure Investment Trusts (InvITs)	Click Here
4.	Board nomination rights to unitholders of Real Estate Investment Trusts (REITs)	Click Here
5.	Regulatory Reporting by AIFs	Click Here
6.	Public Issues - Hi-Green Carbon Limited – Prospectus	Click Here
7.	Adjudication order in respect of 2 entities in the matter of Setubandhan Infrastructure Limited	Click Here
8.	Redressal of investor grievances through the SEBI Complaint Redressal (SCORES) Platform and linking it to Online Dispute Resolution platform	Click Here
9.	Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 [Last amended on September 20, 2023]	Click Here
10.	Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) (Fourth Amendment) Regulations, 2023	Click Here
11.	SEBI Board Meeting	Click Here
12.	Shri Kamlesh Chandra Varshney takes charge as Whole Time Member, SEBI	Click Here
13.	SEBI Bulletin - September 2023 [MSEExcel] [Annexure Tables]	Click Here
14.	Extension of timelines (i) for nomination in eligible demat accounts and (ii) for submission of PAN, Nomination and KYC details by physical security holders; and voluntary nomination for trading accounts	Click Here
15.	Master Circular for Merchant Bankers	Click Here
16.	Nomination for Mutual Fund Unit Holders – Extension of timelines	Click Here
17.	Extension of timeline for verification of market rumours by listed entities	Click Here



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7. COMPLIANCE REQUIREMENT UNDER COMPANIES ACT, 2013 AND RULES MADE THEREUNDER;

Applicable Laws/Acts	Due Dates	Compliance Particulars	Forms / Filing mode
<i>Companies Act, 2013</i>	Within 15 days of appointment of an auditor.	The Ministry in its General Circular No. 12/2018 dated 13th December, 2018 clarified that filing of Form NFRA-1 is applicable only for Bodies Corporate and ruled out filing by Companies as defined under sub-section (20) of Section 2 the Act.	E – Form NFRA -1
<i>Companies Act, 2013</i>	Within 30 days of the board meeting	Filing of resolutions with the ROC regarding Board Report and Annual Accounts. The details of the resolutions passed should be filed.	MGT-14 (Filing of resolution with MCA)
<i>Companies Act, 2013</i>	One Time compliances	Registration of Entities for undertaking CSR activities - Trust/ Society/ Section 8 Company need to file before Acceptance of Donation as CSR w.e.f. 01 st April 2021.	E-Form CSR-1
<i>Companies Act, 2013</i>	Annual Compliance (file on or after 01.04.2023)	Last date for filing DIR-3 KYC for Financial year 2022-23 is 30th September, 2023. For Every DIN / DPIN Holders. Penalty after due date is Rs. 5000/-(one time)	DIR – 3 KYC / DIR 3 Web- KYC
<i>Companies Act, 2013</i>	Within 60 (sixty) days from the conclusion of each half year.	Reconciliation of Share Capital Audit Report (Half-yearly) Pursuant to sub-rule Rule 9A (8) of Companies (Prospectus and Allotment of Securities) Rules, 2014	E-Form PAS – 6 (please file with penalty after due date)
<i>Companies Act, 2013</i>	within a period of 60 days after the holding of AGM	IEPF Authority (Accounting, Audit, Transfer and Refund) Second Amendment Rules, 2019 Statement of unclaimed and unpaid amounts. This e-form shall be filed within a period of 60 days after the holding of AGM or the date on which it should have been held as per the provisions of section 96 of the Act, whichever is earlier.	IEPF -2
<i>Companies Act, 2013</i>	(Half Yearly basis) 31.10.2023	Form for furnishing half yearly return with the registrar in respect of outstanding payments to Micro or Small Enterprise	E-Form MSME-1



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Companies Act, 2013	Within 30 days from the conclusion of half year	Return of Nidhi Company for the half year ended 30.09.2022 Period : Apr, 2023 to Sep. 2023	NDH - 3
Companies Act, 2013	30.10.2023	Every listed public company shall prepare a report on the annual general meeting. 30 days of the conclusion of the annual general meeting along with the prescribed fee. For FY 2022-23	MGT-15
Companies Act, 2013	14.10.2023	Appointment of Auditor Within 15 days from the conclusion of AGM	ADT-1

LLP Compliance:

Applicable Laws/Acts	Due Dates	Compliance Particulars	Forms / Filing mode
LLP Act, 2008	30.10.2023	Statement of Account and Solvency for Financial Year 2022-23 Within 30 days from the end of 6 months of the financial year to which the statement relates.	Form LLP-8

Important Updates – September, 2023

Sl.	Particulars of the Circulars	Link
1	Extension of period of the Company Law Committee	Click Here
2	MCA Imposes Rs 2.33 Lakh Penalty On Kan Biosys Private Limited	Click Here
3	ICSI requests for extension for facility of holding AGM via Video Conferencing	Click Here
4	Stakeholders please note that the last date for filing DIR-3 KYC [Eform/Web] for the FY 2022-23 is 30th September 2023. DIN holders may file their form without postponing it to the last days.	Click Here



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5	Corporate Affairs Ministry extends Company Law Committee tenure by 1 year	Click Here
6	MCA imposes Rs. 1,00,000 Fine on Auditor for Non-Filing of ADT-3 for Resignation	Click Here
7	The stakeholders are informed that the processing of application forms for the purpose of name reservation and incorporation at the Central Reservation Centre (CRC) is faceless and randomised. The applications if sent for resubmissions are normally not processed by the same official who has processed the application at the first instance. Stakeholders may inform the Ministry in case of any malpractice or irregularity on the part of any official/officer at CRC or any professional with supporting evidences at CVO-MCA@GOV.IN for taking action in accordance with the extent CVC guidelines	Click Here
8	Clarification on holding of Annual General Meeting (AGM) and EGM through Video Conferenc (VC) or Other Audio Visual Means (OAVM) and passing of Ordinary and Special resolutions by the companies under the Companies Act, 2013 read with rules made thereunder - Extension of timeline	Click Here

This Calendar / Compliance Tracker is updated till 30th September, 2023 with all Laws / Regulations and their respective amendments.

-----THE END-----

Disclaimer: Every effort has been made to avoid errors or omissions in this material. In spite of this, errors may creep in. Any mistake, error or discrepancy noted may be brought to our notice which shall be taken care of in the next edition. In no event the author shall be liable for any direct, indirect, special or incidental damage resulting from or arising out of or in connection with the use of this information. Many sources have been considered including newspapers (ET, BS & HT etc.).

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Ghaziabad
Chapter

Ghaziabad Chapter of NIRC of ICSI

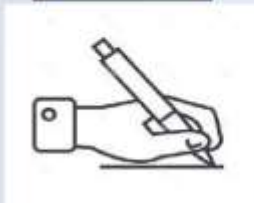
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1. Related to Profession

3. Motivational, Inspirational, Spiritual

2. Practical Aspects of profession

4. Any creativity like poetry, etc.



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वाचं धेनुं धेनुं चरुं

Speak the truth; abide by the law

ICSI Mission

"To develop high calibre professionals facilitating good corporate governance"

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