



Seminar

on

“REGULATORY COMPLIANCE, AUDIT AND DILIGENCE”

17th September, 2016 - Hotel Ashok, New Delhi

PROGRAM SHEET

Time	Speakers
10.15 AM to 11.30 AM	<p style="text-align: center;">FIRST TECHNICAL SESSION <i>Guest Speaker:</i> CS (Dr.) S Chandrasekaran PCS, Managing Partner, Chandrasekaran Associates, New Delhi</p> <p>Topic: Secretarial Audit & Due Diligence - preparedness & process</p> <ol style="list-style-type: none">1. Overview, Scope & Structure of Audit, Auditing Techniques2. Planning, Team Building & Briefing and Confidentiality3. Compliance Test of Internal Control System, Substantive Checking, Dependence on other Expert4. Evaluating audit evidence and forming conclusions5. Importance of Management Representation Letter6. Forming an opinion and reporting7. Scope and Types of Due Diligence <p style="text-align: center;">Question-Answer Session</p>
11.30 AM to 12.00 Noon	TEA
12.00 Noon to 1.15 PM	<p style="text-align: center;">SECOND TECHNICAL SESSION <i>Guest Speaker:</i> CS Sidheshwar Bhalla Director, Deloitte Haskins & Sells LLP</p> <p>Topic: MANAGING LEGAL COMPLIANCES</p> <ol style="list-style-type: none">1. Need for legal compliance2. Corporate Compliance Quotient3. Enabling compliance reporting4. E-enablement of compliance reporting5. An Integrated legal compliance framework <p style="text-align: center;">Question-Answer Session</p>
1.30 PM to 2.30 PM	LUNCH

<p>2.30 PM to 3.30 PM</p>	<p style="text-align: center;">THIRD TECHNICAL SESSION <i>Guest Speaker:</i> CS S. Sudhakar VP (Corporate Secretarial), Reliance Industries Ltd</p> <p>Topic: Internal Control & Compliance Management</p> <ol style="list-style-type: none"> 1. System & process for compliance management 2. Recording and reporting of Compliance 3. Importance Customized Compliance Calendar 4. Update tracking - Legislative tracking of changes in applicable laws, rules and regulations. 5. Functions of Company Secretary 6. Internal Auditor & Internal Control <p style="text-align: center;">Question-Answer Session</p>
<p>3:30 PM to 4:30 PM</p>	<p style="text-align: center;">FOURTH TECHNICAL SESSION <i>Guest Speaker:</i> CS Ravi Chhabra Partner, Ask Us Legal, Advocates & Solicitors</p> <p>Topic: Legal Compliance Management: Labour & Employment Laws</p> <ol style="list-style-type: none"> 1. Key compliance issues & legislative amendments in the areas of: Shops & Commercial Establishments Law, Factories Act & Standing Orders Act, Laws pertaining to Wages/Salary (PF, ESI, Minimum Wages, Bonus, Gratuity etc.), Law regarding Contract Labour, Law on Prevention of Sexual Harassment of Women at Workplace. <p style="text-align: center;">Question-Answer Session</p>
<p>4.30 PM to 5.00 PM</p>	<p style="text-align: center;">TEA</p>