



**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)

ICSI/TRG/2020

30th March, 2020

Circular Trg - 02/2020

Subject : Treating the Lock Down Period on account of COVID-19 as Continuity of Practical Training for the CS trainees .

The outbreak of Global Pandemic ("COVID 19") has resulted in complete lock down in India for 21 days as announced by the Govt. of India with effect from 25th March to 14th April 2020. In this critical situation, in order to avoid any exposure to COVID-19 or it's spread, the Trainers / employers (Companies, PCS and in other entities) have allowed the CS trainees registered with the Institute and undergoing their Practical training, to work from Home under the direction and monitoring of their trainers (online/e electronic mode).

In view of the above, the working from home during the lock down period (including extension thereof if any by the government) shall be counted for the purpose of training period. Further, the trainers / employers (PCS, Company and other entities) are requested to pay the stipend to the CS trainees during the above period and consider the lockdown period as continuity of the training without any leave or extension of training period.

{CS Ashok Kumar Dixit}
Officiating Secretary

CC-

1. The President, ICSI
2. The Vice President
3. All Council Members of ICSI
4. All Members and students of ICSI
5. All registered companies imparting training to CS trainees.
6. All members of the Regional Councils
7. All members of the Chapter Management Committees