



**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

07.10.2020

Circular No- Trg- 05/2020

(Directorate of Training)

Subject: - Guidelines for the CS trainees attending the office during the Period of Unlock-5.

This is in continuation to the Circular No. ICSI/TRG/2020 dated 30th March 2020 vide which the CS trainees were allowed to work from home during the lock down period and the outbreak of COVID-19 pandemic. The period was treated as continuity of Practical training since the trainees were instructed to work in accordance with the direction of their trainers.

Keeping in view the current situation and with reference to the Order (No. 40-3/2020-DM-I(A) of Ministry of Home Affairs (MHA), Government of India dated 30.09.2020 , the trainers /employers are now at their discretion to call the trainees to attend their office during the normal working hours or they may allow the trainees to continue to work from home in accordance with the directives issued from the respective State Governments/local administration from time to time. The trainers/ employers are advised to adhere to the COVID-19 guidelines issued by the Government during the unlock period in case the trainees are attending the office.

This is for information of all concerned.

(CS Asish Mohan)
Secretary

To:

1. Regional Directors of Regional offices
2. Director-CCGRT and I/C CoE, Hyderabad
3. Eos /Office In-Charge of Chapters

CC:

1. President, The ICSI
2. Vice President, The ICSI
3. All Council Members of ICSI
4. All the registered companies and PCS for the purpose of imparting training
5. All students of ICSI undergoing Training