

Frequently Asked Questions

Q1. What is the eligibility to participate in the ICSI BEST PCS FIRM AWARD, 2024?

A Proprietor/Partnership Firm/LLP as registered and having a Unique Code Number issued by the Institute of Company Secretaries of India is eligible to participate. The PCS who is in practice as on the date of filing the application shall be eligible to participate.

Q2. Is it necessary to answer all the questions in the Questionnaire?

All questions carry weightage, please answer all questions. In case any question is not applicable to the PCS Firm, please tick '*Not Applicable*' or write the same. In case of misleading response, negative weightage will be given

Q3. Only the filled Questionnaire is required to be sent?

Along with the Questionnaire, please furnish the relevant documents, if asked for. Lack of supporting documents will lead to deduction of marks.

The covering letter/e-mail to the duly filled in Questionnaire should contain a statement to the effect that the responses to the questions in the Questionnaire and the information given in supporting documents are true to the best of knowledge, information and belief. The Firm shall abide by the decision of the Jury in all respect.

Q4. The information to be provided should relate to which year?

The information provided in the Questionnaire should relate to financial year 2023-24 or period of one year ending in that year.

Q5. How any query relating to the Questionnaire will be addressed?

In case of any query relating to the Questionnaire, please email your query to the ICSI at pcsfirmaward@icsi.edu.

Q6. Only soft copy of the duly filled Questionnaire is required to be sent?

The soft copy of the application along with all relevant documents shall be submitted at pcsfirmaward@icsi.edu and carry a subject line "**Participation to the ICSI Best PCS Firm Award, 2024**".

Also, the printed copy of the application along with all relevant documents shall be submitted/ posted to Joint Director, Directorate of Sustainability and Governance, ICSI HOUSE, 22 Institutional Area, Lodi Road, New Delhi – 110003 and carry a subject line "**Participation to the ICSI Best PCS Firm Award, 2024**".

Q7. What is the cooling off period for applying in the ICSI BEST PCS FIRM AWARD, 2024?

PCS Firm receiving the award shall remain in cooling off for a period of five years.

Q8. What is the Last date of submission of the application for participation in the ICSI BEST PCS FIRM AWARD, 2024?

The Last date of submission of the application for participation in the ICSI BEST PCS FIRM AWARD, 2024 is 25th September, 2024

Q9. Whether the data provided by the applicant is kept confidential?

It is assured that the data provided by the applicant shall be used only for purpose of evaluating the application for the ICSI Best PCS Firm Award, 2024. All data furnished by the applicant shall be kept confidential.