



**THE INSTITUTE OF
Company Secretaries of India**
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

14th National Conference of Practising Company Secretaries

July 19-20, 2013 (Friday & Saturday)

Theme

Integrating Growth, Governance and Challenges Beyond

Sub Themes

- *Emerging Areas of Practice in Governance*
- *Enhancing Quality of Service of a Practising Company Secretary*
- *Responsibility and Accountability of a Practising Company Secretary*

Key Takeaways

- Explore new opportunities in the areas of practice.
- Update and sharpen technical and professional skills.
- Share knowledge among the peer group.
- Build professional networking.
- Interact with experienced and expert faculty.
- Enjoy the scenic beauty of The Vedic Village Spa Resorts, Kolkata.
- Rejuvenate in the City of Joy to achieve further heights.

Speakers

Eminent speakers with comprehensive exposure to the practical aspects of the topics will address and interact with the participants.

Participants

Company Secretaries and other Professionals in Secretarial, Legal and Management disciplines would be benefited by participating in the Conference.

Venue

The Vedic Village Spa Resort, Shikharpur, P.O–Bagu–Rajarhat–Kolkata 700135



Theme: Integrating Growth, Governance and Challenges Beyond

Integrating Growth, Governance and Challenges Beyond

Governance holds the key to growth. Growth is the key to sustenance of posterity. This explains renewed worldwide focus on 'growth enhancing governance'. The ever evolving dynamics of growth and governance spawns challenging challenges. It is bounden duty of the company secretaries, who are fast emerging as responsible governance professionals, to support and meet such challenges of growth enhancing governance in all three segments - government, corporate and non-governmental organisations. This is besides the fact that this is opening up new vistas of practice for governance professionals. The Conference will deliberate the theme in three technical sessions as under:

Session 1: Emerging Areas of Practice in Governance

Three sets of economic agents, namely, government, corporate and non-governmental organizations have almost the entire resources of the country at their custody. They neither own these resources nor benefit therefrom. They hold and manage such resources as agents for the benefit of 1.2 billion Indians. The governance of these three sets of agencies must avoid conflict of interest of various stakeholders and pursue their interests harmoniously. The deliberations of the session would enable the participants appreciate as to where we are, where we want to go and how do we get there as governance professionals.

Session 2: Enhancing Quality of Service of a Practising Company Secretary

A professional is expected to compete with himself, his fellow professionals and professionals from other disciplines. He, however, survives and excels only if he goes beyond the expected. A quality conscious approach supplemented by continuing professional education and peer review holds him in good stead. He, however, needs break down his activities into different categories, each with specific performance metrics, best practice guidelines and measurable results. The session would help him develop these capabilities and may persuade the Institute to come up with service standards.

Session 3: Responsibility and Accountability of a Practising Company Secretary

A practicing company secretary is an extended arm of State and pursues public goods in public interest. He is fiercely independent commensurate with his responsibility. Such independence calls for commensurate accountability. The accountability is fastened to not only what he does, but also what he does not. It is doing the right thing, in the right manner, for the right reasons, and with the right attitude. This session would dwell on perimeters of responsibility and accountability of a practising company secretary. It would also dwell on the extent of self-discipline and external discipline.

Delegate Registration Fee (Rs.)

| Delegates | Registering on or before 15 th June, 2013 | | | Registering after 15 th June, 2013 | | |
|--|--|--------------|------------------|---|--------------|------------------|
| | Non Residential | Residential | | Non Residential | Residential | |
| | | Twin Sharing | Single Occupancy | | Twin Sharing | Single Occupancy |
| Members | 2809 | 5559 | 7809 | 3371 | 6121 | 8371 |
| Non-Members | 3371 | 6121 | 8371 | 3933 | 6683 | 8933 |
| Students/Licentiates of ICSI | 2247 | 4997 | 7247 | 2809 | 5559 | 7809 |
| Accompanying Spouse / Children (above the age of 12 years) | 2247 | 4997 | | 2809 | 5559 | |

Check in: 19th July, 2013 / Check out: 20th July, 2013

- Registration fee covers the cost of background material, lunch, tea (both days) and dinner (Friday, 19th July, 2013) **and includes service tax.**
- As limited number of rooms is available at the Vedic Village Spa Resort on 'First Come First Served' basis, we shall appreciate if a line in confirmation is sent at the email id sudhir.saklani@icsi.edu so that the desired accommodation is blocked at the venue of the Conference.
- Delegates with chauffer driven cars will have to pay extra charges for food arrangements for Driver during the conference. These charges have to be paid immediately on arrival.
- Any extra stay will be charged separately, subject to availability of rooms and receipt of reservation charges in advance.
- Any extra facilities availed by the delegate during the stay have to be paid directly to Vedic Village Spa Resort.
- Members attending the conference on both the days shall be eligible for **SIX Programme Credit Hours.**

| PROGRAMME DIRECTOR | PROGRAMME COORDINATOR | PROGRAMME FACILITATOR |
|---|--|--|
| CS Ashok Pareek <i>Council Member, ICSI</i> 033-66023845 akpareek2000@yahoo.co.in | CS Deepak Kumar Khaitan <i>Chairman, EIRC</i> 09830306692 / 09007055560 deepak.khaitan@hotmail.com | CS Arun Kumar Khandelia <i>Vice Chairman, EIRC</i> 033-22115350 / 09831014145 khandeliaarun@yahoo.co.in |

For any clarification please contact :

1. **Ms. Jagvinder Kaur Bedi**, *Administrative Officer* – Tel: 011-45341040; e-mail: jagvinder.bedi@icsi.edu
2. **Mr. Saurabh Jain**, *Assistant Director* – Tel: 011-45341035; e-mail: saurabh.jain@icsi.edu
3. **Mr. Utpal Mukherjee**, *Assistant Director* – Tel: 033-22816542; e-mail: utpal.mukherjee@icsi.edu

Registration

The delegate registration fee (residential / non-residential) is payable in advance and is not refundable for accepted nominations. The registration form duly completed along with a crossed cheque / demand draft may be sent in favour of **"The Institute of Company Secretaries of India"** payable at **New Delhi / Kolkata** at the following addresses:

| | |
|---|---|
| CS Saurabh Jain <i>Assistant Director</i> The Institute of Company Secretaries of India 'ICSI HOUSE' 22, Institutional Area, Lodi Road New Delhi 110 003 Tel: 011-45341035 saurabh.jain@icsi.edu | Mr. Utpal Mukherjee <i>Assistant Director</i> Eastern India Regional Council of ICSI ICSI-EIRC Building 3-A Ahiripukur 1st Lane Kolkata 700 019 Tel: 033-22816542/22816541 utpal.mukherjee@icsi.edu |
|---|---|

Backgrounder

It is proposed to bring out a Backgrounder containing theme articles and other relevant information. Members who wish to contribute papers for publication in the backgrounder or for circulation at the Conference are requested to send the same on or before June 20, 2013 through email to CS Saurabh Jain, Assistant Director, The Institute of Company Secretaries of India, ICSI HOUSE, 22, Institutional Area, Lodi Road, New Delhi – 110 003 at saurabh.jain@icsi.edu with one hard copy or those sending only hard copy may send the same in duplicate. The paper / article should not normally exceed 15 typed pages. Members whose papers/articles are published in the Backgrounder of the Conference would be awarded **FOUR Programme Credit Hours**. The decision of the Institute shall be final in all respects.

Advertisement in Souvenir

It is proposed to bring out a Souvenir containing important information, programmes, lists, etc. It would be widely circulated to professionals, corporate and regulatory authorities. Advertisement released in the Souvenir would receive wide publicity for Products, Services and Corporate Announcements. Members /Organisations are requested to release advertisements.

The advertisement material along with cheque/demand draft drawn in favour of **'The Institute of Company Secretaries of India'** may be sent to **Shri Utpal Mukherjee**, Assistant Director, Eastern India Regional Council, ICSI-EIRC Building, 3-A Ahiripukur 1st Lane, Kolkata 700 019, Tel: 033-22816542 / 22816541 and email: Utpal.mukherjee@icsi.edu

Advertisement Tariff (Rs.)

| Colour | | Black & White | | Page Size |
|---------------------------|--------|---------------|--------|-------------|
| Back Cover | 50,000 | Full Page | 15,000 | 18cm x 24cm |
| Inside Cover (Front/Back) | 40,000 | Half Page | 10,000 | 18cm x 12cm |
| Special Page | 25,000 | Quarter Page | 5,000 | 9cm x 12cm |

Stalls

Stalls for display of products : Rs.25,000 per stall (maximum size 6' x 6')

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Sponsor : Rs.1,00,000
Sponsorship of Conference Kit : Rs.1,25,000



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Dear Sir,

Please register the following person(s) as delegate(s) for attending 14th National Conference for Practising Company Secretaries to be held on July 19-20, 2013 at Kolkata.

Name of the Delegate: Mr. / Ms. _____

Designation: _____

Name of Spouse : Mr. / Ms. _____

Name of the Organization : _____

Address: _____

_____ City _____ State _____ PIN _____

Membership No: FCS _____ ACS _____ CoP No. _____

Licentiate Membership No. _____ Student Registration No. _____

Contact Details: Tel. Nos: Off.: _____ Res. : _____ Fax: _____

E-mail: _____ Mobile: _____

A demand draft / local cheque No. _____ dated _____ for Rs. _____ favouring **'The Institute of Company Secretaries of India'** payable at New Delhi is enclosed.

For Residential Delegates (Hotel Reservation):

| Sl. No. | Name of Delegate | Age | Check in | | Check out | |
|---------|------------------|-----|----------|------|-----------|------|
| | | | Date | Time | Date | Time |
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |

Total Amount Rs. _____

Yours faithfully,

(Sponsoring Authority/Delegate)

Date:

Place:

14th National Conference of Practising Company Secretaries

Sponsorship Form

Shri Utpal Mukherjee

Assistant Director

Eastern India Regional Council of ICSI

ICSI-EIRC Building

3-A Ahiripukur 1st Lane

Kolkata 700 019

Sir,

We are pleased to sponsor the following activities at the 14th National Conference of Practising Company Secretaries to be held at Kolkata on July 19-20, 2013.

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4. Sponsorship
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 - Quarter Page (B & W)
7. Stall
8. Any other support (e.g., Distribution of Publicity Material, Product samples, Literature, Pen/Pad etc.)

We are forwarding herewith draft / cheque for Rs. drawn in favour of **"The Institute of Company Secretaries of India"** payable at Kolkata.

* The advertisement matter / art work / bromide / CD is / are enclosed / being sent separately.

Yours sincerely,

(Signature)

Sponsoring authority

Name of the Organisation

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.....Pin

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