



Student Company Secretary

(e-bulletin for Executive & Professional Students)

August 2019



Message from the President

Dear Students

Look at the sky. We are not alone. The whole universe is friendly to us and conspires only to give the best to those who dream and work. — A.P.J. Abdul Kalam

On the onset, I wish you all a very happy 73rd Independence Day. This Independence Day let's take a pledge to protect the peace and unity of our great nation. This is the month which brings along with it the spirit of freedom and patriotism and being the future of our country, you all should take pride in celebrating this day. Also, I want to congratulate all the students who have passed the CS Foundation Examination, June 2019 with flying colours. I wish you all the best for your future endeavours and those who could not make it this time, don't lose hope because things will get better. It may be stormy now, but it never rains forever.

Speaking on education and its impact on future of a country, Barack Obama, former President of the United States has rightly said that "In this kind of knowledge economy, giving up on your education and dropping out of school means not only giving up on your future, but it's also giving up on your family's future and giving up on your country's future." The future of the country depends upon its students. They play a vital role in the development of a country. If the positive energy of the students are directed to constructive purposes, the whole country will reap benefits and it will lead to an all round development of the nation. Students, who are educated today, will become pillars for the whole nation tomorrow. Thus, it is your perseverance, dedication and commitment towards nation building which will determine the future of our nation.

The scope of a country to prosper is limited in the absence of a robust education system. Therefore, being the future of the country, the nation has a lot of expectations from you. In order to meet such expectations, you have to be morally and mentally strong. You should have the ability to create an identity for yourselves and take the nation forward towards the path of development. We, as the Institute of Company Secretaries of India are here to support this cause and provide wings to your journey. Once again, on this special day here's wishing our dreams of a new tomorrow come true! May our Independence Day be filled with patriotic spirit!

Jai Hind!

CS Ranjeet Pandey
President, ICSI

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Academic Guidance

EQUAL EMPLOYMENT OPPORTUNITIES FOR WOMEN IN MINES UNDER MINES ACT, 1952*

Introduction

Under the Constitution of India, labour is a subject in the concurrent list where both the Central and the State Governments are competent to enact legislation subject to certain matters reserved for the Central Government. The Constitution of India provides detailed provisions for the rights of the citizens and also lays down the principles in the governance of the country called as “Directive Principles of State Policy”. These Directive Principles provide for various directives to be observed the by the government of India ensuring the welfare state to netizens in general and underprivileged section in specific. *Inter-Alia* it provides for the following:

- Securing the safety and health and strength of employees, men and women,
- That the tender age of children are not abused,
- That citizens are not forced by economic necessity to enter avocations unsuited to their age or strength (Article 39),
- Just and humane conditions of work and maternity relief are provided (Article 42),
- That the Government shall take steps, by suitable legislation or in any other way, to secure the participation of employee in the management of enterprises, establishments or other organizations engaged in any industry (Article 43A),
- For ensuring that no child below the age of 14 is employed to work in any factory or mine or engaged in any other hazardous employment (Article 24).
- Further, under the Constitution of India, Safety, Welfare and Health of workers employed in mines are the concern of Central Government (Entry 55-Union List-Article 246).

To cater the compliance with the above mentioned directives, various welfare legislation are enacted and amended time and again by the government. In the slot of many, we have the Mines Act, 1952, which deals with the matters relating to safety, health and welfare of persons employed in mines including oil mines. The Act specifies the provisions for regulating employment of persons, leave with wages, duties and responsibilities of owner, agent and manager, drinking water, First-Aid and rest shelters, medical examinations and occupational health surveys, notice of accidents and occupational diseases in addition to framing of rules, regulations and byelaws on specific subjects including the penalty provisions for violations of Mines Act.

The Mines Act, 1952 was amended in 1983 by the Mines (Amendment) Act, 1983, *inter -alia*, to provide for the prohibition of the employment of persons below eighteen years of age, inspection of mines by workers representatives, safety committees and to regulate the use of machinery to take care of the hazards associated with the introduction of new types of machines.

*Chittaranjan Pal, Assistant Director, ICSI.

The views expressed are personal views of the author and do not necessarily reflect those of the Institute.

Meaning of Mine & Minerals

According to Section 2(1) (j) of the Mines Act, 1952, “mine” means any excavation where any operation for the purpose of searching for or obtaining minerals has been or is being carried on and includes—

- (i) All borings, bore holes, oil wells and accessory crude conditioning plants, including the pipe conveying mineral oil within the oilfields;
- (ii) All shafts, in or adjacent to and belonging to a mine, whether in the course of being sunk or not;
- (iii) All levels and inclined planes in the course of being driven;
- (iv) All open cast workings;
- (v) All conveyors or aerial ropeways provided for the bringing into or removal from a mine of minerals or other articles or for the removal of refuse therefrom;
- (vi) All adits, levels, planes, machinery, works, railways, tramways and sidings in or adjacent to and belonging to a mine;
- (vii) All protective works being carried out in or adjacent to a mine;
- (viii) All workshops and stores situated within the precincts of a mine and under the same management and used primarily for the purposes connected with that mine or a number of mines under the same management;
- (ix) All power stations, transformer sub-stations, convertor stations, rectifier stations and accumulator storage stations for supplying electricity solely or mainly for the purpose of working the mine or a number of mines under the same management;
- (x) Any premises for the time being used for depositing sand or other material for use in a mine or for depositing refuse from a mine or in which any operations in connection with such sand, refuse or other material is being carried on, being premises exclusively occupied by the owner of the mine;
- (xi) Any premises in or adjacent to and belonging to a mine on which any process ancillary to the getting, dressing or preparation for sale of minerals or of coke is being carried on.

Further, it may be noted that According to Section 2(1)(jj) “minerals” means all substances which can be obtained from the earth by mining, digging, drilling, dredging, hydraulicing, quarrying or by any other operation and includes mineral oils (which in turn include natural gas and petroleum).

Non-Applicability of Mines Act in Certain Cases

According to Section 3 the provisions of the Mines Act, 1952, except those contained in [sections 7,8,9,40,45 and 46] shall not apply to—

- (a) Any mine or part thereof in which excavation is being made for prospecting purposes only and not for the purpose of obtaining minerals for use or sale:

Provided that—

- (i) Not more than **twenty persons** are employed on any one day in connection with any such excavation;

- (ii) The depth of the excavation measured from its highest to its lowest point nowhere exceeds **six metres** or, in the case of an excavation for coal, **fifteen metres**; and
- (iii) No part of such excavation extends below superjacent ground; or
- (b)** any mine engaged in the extraction of kankar, murrum, laterite, boulder, gravel, shingle, ordinary sand (excluding moulding sand, glass sand and other mineral sands), ordinary clay (excluding kaolin, china clay, white clay or fire clay), building stone, slate, road metal, earth, fullers earth, marl, chalk and lime stone:

Provided that—

- (i) The workings do not extend below superjacent ground; or
- (ii) Where it is an open cast working—
 - (a) The depth of the excavation measured from its highest to its lowest point nowhere exceeds six metres;
 - (b) The number of persons employed on any one day does not exceed fifty; and
 - (c) Explosives are not used in connection with the excavation.

It may be noted that Sections 7 dealing with Powers of Inspectors of Mines; Section 8 dealing with Powers of special officer to enter, measure, etc; Section 9 dealing with Facilities to be afforded to Inspectors.; Section 40 dealing with Employment of persons below eighteen years of age ; Section 45 dealing with Prohibition of the presence of persons below eighteen years of age in a mine and Section 46 dealing with Employment of women respectively applicable to above mention mines.

Employment of Women

As per Section 46 of the Mines Act, 1952, notwithstanding anything contained in any other law, no woman shall be employed—

- (a) In any part of a mine which is below ground;
- (b) In any mine above ground except between the hours of 6 A.M. and 7 P.M.

Every woman employed in a mine above ground shall be allowed an interval of not less than eleven hours between the termination of employment on any one day and the commencement of the next period of employment.

Further, Section 46(3) empowers the Central Government may, by issue of notification in the Official Gazette, vary the hours of employment above ground of women in respect of any mine or class or description of mine, so however that no employment of any woman between the hours of 10 P.M. and 5 A.M. is permitted thereby.

Now Equal Employment Opportunities for Women in Mines¹

In exercise of the power conferred under Section 83(1) on the Mines Act, 1952, the Central Government vide notification S.O. 506(E) dated 29th January, 2019 exempts the women employed in any mine above ground and in any mine below ground from the provisions of Section 46 of the Mines Act, 1952, subject to the following conditions, namely:-

¹ Also see, <http://pib.nic.in/newsite/PrintRelease.aspx?relid=187977>

(a) In the case of women employed in any mine above ground,-

- i. The owner of a mine may deploy women between the hours of 7 pm and 6 am in the mine above ground including opencast workings;
- ii. The deployment of women shall be after obtaining the written consent of the concerned woman employee;
- iii. The women so deployed shall be provided with adequate facilities and safeguards regarding occupational safety, security and health;
- iv. The deployment of women shall be subject to the framing and implementation of Standard Operating Procedures on the basis of the guidelines issued in this regard by the Chief Inspector of Mines from time to time;
- v. The deployment of women shall be in a group of not less than three in a shift.

(b) In the case of women employed in any mine below ground,-

- i. The owner of a mine may deploy women between the hours of 6 am and 7 pm in technical, supervisory and managerial work where continuous presence may not be required.
- ii. The deployment of women shall be after obtaining the written consent of the concerned woman employee;
- iii. The women so deployed shall be provided with adequate facilities and safeguards regarding occupational safety, security and health;
- iv. The deployment of women shall be subject to the framing and implementation of Standard Operating Procedures on the basis of the guidelines issued in this regard by the Chief Inspector of Mines from time to time.
- v. The deployment of women shall be in a group of not less than three.

CLASS ACTION SUITS – A RIGHT TO SHAREHOLDER UNDER THE COMPANIES ACT, 2013*

INTRODUCTION

A class action suit which is also known as 'representative action', is a lawsuit brought by one person or a few people on behalf of a larger group of people who have suffered similar harm or have a similar claim. Class actions are generally used when too many people have been affected by the subject of the claim for each of them to file a separate lawsuit. A class action suit is filed generally when a number of people have suffered the same or similar injuries which are relatively minor individually however, together the value of the claims of the class add up to a significant value, and claiming as a class helps consolidate the cost and other aspects of the litigation.

A class/collective action is a lawsuit in which a single person or small group of individuals represent the interests of a larger group before the court. A class action is also a procedural instrument, which enables one or more claimants to file a claim and pursue litigation on behalf of a larger group, class or entities with common rights and grievances. For example, class action suits are frequently used for claims of injury from hazardous products including pharmaceutical products and dangerous drugs.

The concept of class action was first introduced in the United States in the year 1938 with the enactment of Rule 23 of the Federal Rule of Civil Procedure. The use of class actions has increased dramatically since then, particularly over the last few decades.

SOME OF THE LARGEST CLASS ACTION SETTLEMENTS IN UNITED STATES	
1.	In 1998, Philip Morris, RJ Reynolds, and two other tobacco companies agreed to pay \$206 billion settlement , at a minimum, covering medical costs for smoking-related illnesses. Attorneys general for 46 states participated in the settlement, providing annual payments over 25 years.
2.	In 2016, a federal judge in New Orleans granted final approval to an estimated \$20 billion settlement resolving civil claims over environmental damage from the Deepwater Horizon oil spill.
3.	In 2016, a federal judge in San Francisco approved a \$14.7 billion settlement resulting from a Volkswagen scheme to cheat emission tests on its diesel cars.
4.	In 2008, a federal judge in Houston approved a \$7.2 billion settlement resolving claims that the energy trading company Enron defrauded shareholders prior to declaring bankruptcy.

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5.	In 2005, a federal judge in New York concluded settlements totalling approximately \$6.1 billion in shareholder fraud litigation against the telecommunications company WorldCom.
6.	In 2000, a federal judge in Philadelphia approved a \$3.75 billion settlement over a diet drug known as fen-phen that had been associated with potentially fatal heart valve damage. The settlement provides up to \$1.5 million to users, depending on their injuries and how long they used the drug.
7.	In 2011, a federal judge in the District of Columbia granted final approval for a \$3.4 billion settlement over American Indian claims that the federal government had mismanaged funds in land trust accounts dating back to the 19th century.
8.	In 2000, a federal judge in New Jersey approved a \$3.2 billion settlement based on shareholder claims that a merger had inflated the value of Cendant Corp., a travel and real estate company that owned Ramada Inns and other well-known brands. Once investors discovered accounting irregularities, Cendant stock lost \$14 billion in a single day. Pension funds for California state employees, New York state employees, and New York City employees represented Cendant shareholders as lead plaintiffs. Cendant chairman Walter Forbes and vice chairman Kirk Shelton were both imprisoned on conspiracy charges and ordered to pay over \$3 billion each in restitution.
9.	In 2006, a federal judge in New York approved a \$2.5 billion settlement over an America Online practice of inflating advertising revenue before and after its merger with Time Warner. The Minnesota State Board of Investment led a group of 625,000 shareholders, bondholders, and institutions in the case against AOL Time Warner and the auditing firm Ernst & Young.
10.	In 2006, two federal judges in New York approved a \$2.45 billion settlement involving the alleged recording of phony sales at the telecommunications company Nortel Networks. The deal provides a combination of cash and equity from a new issuance of company shares to a group of investors led by public pension funds in New Jersey and Ontario.

NEED FOR CLASS ACTION SUITS PROVISIONS IN INDIA

Satyam scam is one of the biggest corporate scandals in India, in which Chairman of the Company, Mr. B Ramalinga Raju admitted and confessed to a large-scale financial manipulations to the tune of Rs. 50.4 billion in Satyam's books of account. The Company was held responsible for fraudulent activity and misrepresentation of its accounts to its board, stock exchanges, regulators, investors and all other stakeholders. From top management to auditors -- all came under the scrutiny and were punished for their respective roles in the scam.

Approximately 300,000 shareholders of the company suffered losses. The Indian shareholders couldn't take any legal remedy against the company and were unsuccessful in claiming damages worth millions due to the absence of the provision for filing a class action suit under the erstwhile Companies Act, 1956.

However, Satyam shareholders in United States began filing lawsuits claiming compensations from the company after the scandal broke. A US law firm filed class action law suit against Satyam Computer Services Ltd. in a New York court on behalf of those who purchased the Indian company's American Depository Receipts over the last five years. In 2011, Satyam Ltd, and its auditor, PricewaterhouseCoopers, had agreed to pay \$125 million and \$25.5 million, respectively, to settle claims filed by the American shareholders and combined \$17.5 million to settle claims made by the U.S. Securities and Exchange Commission and Public Company Accounting Oversight Board.

This was when the class action suit was highlighted for the first time in the context of securities market and subsequently, the Government of India introduced the provisions of Class Action Suits in the Companies Act 2013.

Section 245 of the Companies Act 2013, which provides for a distinct regime of class actions as additional tool for investor protection was introduced. This section was notified on June 1, 2016 by the Ministry of Corporate Affairs. Taking this further, on May 8, 2019 the MCA made amendments to the National Company Law Tribunal Rules, 2016. This amendment has notified the thresholds for filing class action suits.

Various provision of the class action suits under the Companies Act, 2013 are discussed hereunder.

PROVISIONS PERTAINING TO CLASS ACTION SUITS UNDER THE COMPANIES ACT 2013

<p>Filing of application before the Tribunal</p>	<p>As per Section 245(1),</p> <ul style="list-style-type: none"> • such number of member or members, depositor or depositors or any class of them, as the case may be, as are eligible under Section 245(3) may file an application before the Tribunal on behalf of the members or depositors • if they are of the opinion that the management or conduct of the affairs of the company are being conducted in a manner prejudicial to the interests of the company or its members or depositors. <p>As per Section 245(10), an application may be filed or any other action may be taken under this section by any person, group of persons or any association of persons representing the persons affected by any act or omission, specified in sub-section (1).</p>
<p>Remedies Sought</p>	<p>As per Section 245(1), application may be filed before the Tribunal on behalf of the members or depositors for seeking all or any of the following remedies/orders—</p> <ul style="list-style-type: none"> (a) to restrain the company from committing an act which is ultra vires the articles or memorandum of the company; (b) to restrain the company from committing breach of any provision of the company's memorandum or articles; (c) to declare a resolution altering the memorandum or articles of

	<p>the company as void if the resolution was passed by suppression of material facts or obtained by mis-statement to the members or depositors;</p> <p>(d) to restrain the company and its directors from acting on such resolution;</p> <p>(e) to restrain the company from doing an act which is contrary to the provisions of this Act or any other law for the time being in force;</p> <p>(f) to restrain the company from taking action contrary to any resolution passed by the members;</p> <p>(g) to claim damages or compensation or demand any other suitable action from or against—</p> <ul style="list-style-type: none"> • the company or its directors for any fraudulent, unlawful or wrongful act or omission or conduct or any likely act or omission or conduct on its or their part; • the auditor including audit firm of the company for any improper or misleading statement of particulars made in his audit report or for any fraudulent, unlawful or wrongful act or conduct; or • any expert or advisor or consultant or any other person for any incorrect or misleading statement made to the company or for any fraudulent, unlawful or wrongful act or conduct or any likely act or conduct on his part; <p>(h) to seek any other remedy as the Tribunal may deem fit.</p>
<p>Liability of the Audit firm and each partner</p>	<p>As per Section 245(2), where the members or depositors seek any damages or compensation or demand any other suitable action from or against an audit firm, the liability shall be of –</p> <ul style="list-style-type: none"> • the firm as well as of each partner – <ul style="list-style-type: none"> ➤ who was involved in making any improper or misleading statement of particulars in the audit report or ➤ who acted in a fraudulent, unlawful or wrongful manner.
<p>Minimum number of members eligible to file application</p>	<p>As per Section 245(3), the requisite number of member or members eligible to apply for class action suits shall be as under:—</p> <p>(a) Company having a share capital: members eligible to apply shall be lowest of the following-</p> <ul style="list-style-type: none"> • 100 members of the company or • Such percentage of the total number of its members as may be prescribed, or • Any member or members holding not less than such percentage of the issued share capital of the company as may be prescribed. <p><i>Condition: The applicant or applicants has or have paid all calls and other sums due on his or their shares.</i></p>

	<p>(b) Company not having a share capital</p> <ul style="list-style-type: none"> • At least 1/5th of the total number of its members.
Minimum number of depositors eligible to file application	<p>As per Section 245(3), the requisite number of depositor or depositors eligible to apply for class action suits shall be the lowest of the following:—</p> <ul style="list-style-type: none"> • 100 depositors or • Such percentage of the total number of depositors as may be prescribed, or • One or more depositors to whom the company owes such percentage of total deposits of the company as may be prescribed.
Factors to be considered by the Tribunal	<p>As per Section 245(4), the Tribunal shall take into account following factors before considering the application made by eligible members or depositors under section 245(1) -</p> <ol style="list-style-type: none"> whether the member or depositor is acting in good faith in making the application for seeking an order; any evidence before it as to the involvement of any person other than directors or officers of the company on any of the matters provided in clauses (a) to (f) of subsection (1); whether the cause of action is one which the member or depositor could pursue in his own right rather than through an order under this section; any evidence before it as to the views of the members or depositors of the company who have no personal interest, direct or indirect, in the matter being proceeded under this section; where the cause of action is an act or omission that is yet to occur, whether the act or omission could be, and in the circumstances would be likely to be— <ul style="list-style-type: none"> authorised by the company before it occurs; or ratified by the company after it occurs; where the cause of action is an act or omission that has already occurred, whether the act or omission could be, and in the circumstances would be likely to be, ratified by the company.
Consequences on admission of application by the Tribunal	<p>As per Section 245(5), if an application filed under sub-section (1) is admitted, then the Tribunal shall have regard to the following, namely:—</p> <ol style="list-style-type: none"> public notice shall be served on admission of the application to all the members or depositors of the class in such manner as may be prescribed; all similar applications prevalent in any jurisdiction should be

	<p>consolidated into a single application and the class members or depositors should be allowed to choose the lead applicant and in the event the members or depositors of the class are unable to come to a consensus, the Tribunal shall have the power to appoint a lead applicant, who shall be in charge of the proceedings from the applicant's side;</p> <p>(c) two class action applications for the same cause of action shall not be allowed;</p> <p>(d) the cost or expenses connected with the application for class action shall be defrayed by the company or any other person responsible for any oppressive act.</p>
Binding order of the Tribunal	<p>As per Section 245(6), any order passed by the Tribunal shall be binding on the</p> <ul style="list-style-type: none"> • company and all its members, depositors and • auditor including audit firm or expert or consultant or advisor or • any other person associated with the company.
Punishment for Contravention	<p>As per Section 245(7),</p> <ul style="list-style-type: none"> • any company which fails to comply with an order passed by the Tribunal under this section shall be punishable with fine which shall not be less than Rs. 5,00,000 but which may extend to Rs. 25,00,000 and • every officer of the company who is in default shall be punishable with imprisonment for a term which may extend to 3 years and with fine which shall not be less than Rs. 25,000 but which may extend to Rs. 1,00,000.
Frivolous or vexatious complaints	<p>As per Section 245(8), where any application filed before the Tribunal is found to be frivolous or vexatious, it shall, for reasons to be recorded in writing, reject the application and make an order that the applicant shall pay to the opposite party such cost, not exceeding Rs. 1,00,000, as may be specified in the order.</p>
Non Applicability	<p>As per Section 245(9), Nothing contained in this section shall apply to a banking company.</p>

CONCLUSION

Class action suits is one of the significant right provided to shareholders. The statutory provisions are introduced to bring together stakeholders with common interest on a shared platform so as to lower costs of litigation and boost the efficiency of the legal adjudication. The introduction of the class action provision is likely to have far reaching implications on prevention of rights of shareholders. However, the possibility of misuse of this remedy by filing false and frivolous complaints cannot be ruled out. Therefore, it is important for the relevant authorities to balance the interest of all the parties while deciding a class action suit. The authorities have the

responsibility to carefully review the applications and deny class status to small/frivolous claims cases, so that the purpose of introducing class action suits is achieved.

References

- <https://www.gjel.com/blog/largest-class-action-settlements.html>
- *Companies Act 2013*
- <https://www.reuters.com/article/us-satyam-lawsuit/ex-directors-of-satyam-win-ruling-in-u-s-class-action-suit-idUSBRE90202920130103>
- <https://www.vccircle.com/satyams-class-action-law-suit/>



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ICSI/Academics(OMR)/2019

01st July, 2019

NOTIFICATION (ACADEMICS)/02/2019

**OMR BASED EXAMINATION IN THREE SUBJECTS OF CS EXECUTIVE
PROGRAMME (NEW SYLLABUS) W.E.F. DECEMBER, 2019 EXAMINATION**

It has been decided that, the examination for following three subjects in Executive Programme (New syllabus) shall be conducted in MCQ based OMR format w.e.f. December 2019 examination:

1. Module - I, Paper-4: Tax Laws
2. Module - II, Paper- 5: Corporate and Management Accounting
3. Module – II, Paper – 8: Financial and Strategic Management

The students appearing for the above three papers in December 2019 examination are advised to prepare for their examination accordingly.


(CS Ashok Kumar Dixit)
Officiating Secretary



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ICSI/Academics/2019/SM

9th August, 2019

Dear Students,

SUB: Updated Study Materials for CS Examination December, 2019

The Institute is receiving queries from the students regarding the availability of revised study materials applicable for December 2019 Examination for Executive and Professional Programs.

In this regard, we wish to inform that, the updation of Study Material of CS Executive and Professional Programme applicable for December, 2019 Examination has already been made and the same are available in the Academic Corner of the ICSI Website weblink :

<https://www.icsi.edu/student/academic-corner/studymaterialnewsyllabus/>

Further, the Supplementary materials of CS Executive and Professional Programme applicable for December, 2019 Examination are also available at ICSI website under Academic Corner of the ICSI Website weblink:

<https://www.icsi.edu/guidance-dec-2019-examination-ns/>

(Dr. S. K. Jena)
Director (Academics and Training)

Hindi Books relevant for CS Course Curriculum

From Shree Mahavir Publications :

- Vyavsayik Arthshasttra, Part – I, by M D Aggarwal
- Vyavsayik Vatavaran Avem Udhamitta by Gupta & Chaturvedi
- Vyavasayik Prabandh, Neeti shastra Avem Sanchar, by Sharma & Chaturvedi
- Vyavasayik Arthashasttra Part – II, by S C Sharma,
- Lekhankan Ke Mool tatv Avem Ankenshan, by P C Gupta & C L Chaturvedi
- Aarthik Avem Samanaye Vidhi, by Jain & Gupta
- Prabhandh Lekhanken by M D Aggarwal & N P Aggarwal
- Lagat Lekhanken by S N Maheshwari & S N Mittal
- Cost Accounting – Theory & Problems by Maheshwari SN & Mittal SN
- Cost Accounting & Financial Management, by S N Maheshwari & S N Mittal
- Audhyogik, Shram Avem Samanye Vidhi by Jain & Gupta
- Pratibhouthi Sanniyam Avem Anupalan, by Jain & Gupta
- Adhunik Bhartiya Company Adhinyam by M C Kuchhal
- Adhunik Bhartiya Company Law by M C Kuchhal

From Taxmann Publications:

- Vyaparik Evam Samanya Vidhi by Shubham Aggarwal

Bharat Law House:

- Systematic Approach to Taxation Containing Income Tax & Indirect Taxes by Dr. Girish Ahuja & Dr. Ravi Gupta

Eastern Book Company:

- Administrative Law (Prashasanik Vidhi) by C K Tekwani
- Consumer Protection Law (Upbhokta Sanrakshan Vidhi) by S P Gupta
- Company Law (Company Vidhi) by Avtar Singh
- Constitution of India (Bharat Ka Samvidhan) by EBC
- Art of Conveyancing and Pleading (Abhivachonon ke Prarooparn aur Abhistaantarn - lekhan ki kala) by Murli Manohar
- Systematic Approach to Income Tax, Service Tax & VAT (Hindi Edn.) by Dr. Girish Ahuja.

Attention Students!!

The Institute has uploaded the latest soft copy of the Study Material of the subjects under ICSI Syllabus, 2017 at the website of the Institute at the following link:

<https://www.icsi.edu/student/academic-corner/>

We request your valuable academic views/suggestions/inputs on the study material at **academics@icsi.edu**



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(Under the jurisdiction of Ministry of Corporate Affairs)

Student-ICSI Academic CONNECT

Students may clarify their subject specific academic queries related to study material between 2.00 p.m. to 3.00 p.m. on all working days (Monday - Friday) at 0120-4082125

Students may also write their academic queries on **academics@icsi.edu**

Legal World

CORPORATE LAWS

Landmark Judgement

CHANDRAKANT KHAIRE v. Dr. SHANTARAM KALE & ORS [SC]

S L P (Civil) No.7508 of 1988

A.P. Sen & S. Natarajan, JJ. [Decided on 29/07/1988]

Equivalent citations: 1988 AIR 1665;1988 SCR Supl. (1) 725; (1988) 65 Comp Cas 121;1988 SCC (4) 577; JT 1988 (3)175; 1988 SCALE (2)103;(1989) 1 CLA 142

Meetings - general principles- adjournment- duration thereof - disorder in the house- power of the chairman to adjourn the meeting- Supreme Court explains the concept.

Brief facts: This special leave petition is directed against the judgment and order of the High Court of Bombay upholding the election of respondents nos. 1 and 2 Dr. Shantaram Kale and Takiqi Hassan as Mayor and Deputy Mayor respectively, and respondents nos. 3-8 as Members of the Standing Committee at the first meeting of the Aurangabad Municipal Corporation held on May 6, 1988 at 2 p.m. The issue involved is whether the first meeting of the Corporation called for that day at 2.45 p.m. by the Municipal Commissioner, respondent no. 9, who presided over the meeting, was adjourned for the day or adjourned sine die and therefore had to be called on some subsequent date to be fixed by him and thus necessitated the giving of seven days' clear notice as required under the Rules framed under s. 453 of the Bombay Provincial Municipal Corporation Act, 1949.

The facts were that the Municipal Commissioner who presided over the meeting, was constrained to adjourn the meeting at 2.45 p.m. when some of the Councillors led by the petitioner, went inside the booth and forcibly removed the ballot boxes and sat upon them to prevent casting of any votes, giving rise to commotion and pandemonium.

As the situation was going out of control and it was not possible to conduct the election at the moment of time and therefore the Commissioner announced that the meeting is adjourned and that the time of the meeting would be announced soon once the Councillors restore peace. As the situation further deteriorated, District Magistrate came and appealed to restore peace. Thereafter the Councillors were calmed down and the order was restored. On the peace being restored both the District Magistrate and the S.P. left the house at 3.45 p.m. the Commissioner announced on the mike that meeting would continue, and election would be held at 4.30 p.m.

Core issue involved is whether the meeting was adjourned 'sine die' or 'for the day' or the meeting was 'suspended for some time' and to be re-commenced on the same day.

Decision : Petition dismissed.

Reason : In order to appreciate the point in controversy, it is necessary to set out the relevant statutory provisions bearing on the question. It is needless to stress that a Municipal Corporation cannot function without the Mayor, Deputy Mayor and Members of the Standing Committee who are entrusted with certain functions and duties under the Act.

While setting out the facts we have already adverted to the facts sworn by the Collector and the Superintendent of Police. There is no reason not to act on these affidavits. The Collector says that 'there was total confusion and bedlam inside the hall' apart from the fact that 'the entire atmosphere was

surcharged with commotion', and 'the Municipal Commissioner was in a very agitated state of mind and said that he could not hold the meeting in the unruly and disorderly situation prevailing'. There can be no doubt that such unruly scenes witnessed on that day gave rise to a serious law and order situation but both the Collector and the Superintendent of Police were able to restore order in the House and prevailed upon the outsiders to vacate the meeting hall in order that the proceedings could be resumed. The fact that the Municipal Commissioner did not leave the House or vacate the seat does lend support to the version that he had merely suspended the proceedings till order was restored. There is no reason to doubt the affidavit sworn by the Municipal Commissioner that he announced on the mike at 3.45 p.m. that the proceedings would be resumed at 4.30 p.m. for transacting the business for the day.

It is quite obvious that the meeting was not 'adjourned for the day' or 'adjourned sine die'. The petitioner contended that when the affidavits of the three officers showed that utter confusion prevailed and there was pandemonium all around with strangers moving about in the meeting hall, it must necessarily follow that no business could be transacted on that day. The contention is that the meeting was not adjourned to a definite point of time and must therefore be regarded as 'adjourned for the day' or 'adjourned sine die'.

There can be no dispute with the proposition, but the difficulty is about the applicability of that principle to the facts of the case. Literally, there is nothing on record to substantiate the petitioner's submission that the first meeting scheduled to be held on May 6, 1988 at 2 p.m. was 'adjourned for the day' or 'adjourned sine die' without transacting any business i.e. without consideration of the agenda for the day. On the contrary, it is not in dispute that the business for the day was partly transacted when the Councillors met at 2 p.m. as scheduled and the Municipal Commissioner declared that the polling would commence from 2.30 p.m. onwards. The trouble started at 2.30 p.m. when the Councillors belonging to the petitioner's Shiv Sena Party prevented the casting of votes by snatching away the ballot boxes from the polling booths and sat upon them. There was a pre-determined plan on their part not to allow the first meeting to be held on that day. But the Municipal Commissioner did not give way to the commotion and pandemonium and he did not put off the meeting to another day. In the prevailing situation, the Municipal Commissioner had no other alternative but to adjourn the meeting.

If the contention that the meeting having been adjourned without specifying a definite point of time were to prevail, it would give rise to a serious anomaly. The effect of adjourning the first meeting to another day would imply the coming into existence of another deemed date under s. 6(2) of the Act for commencement of the term of the Councillors. The Municipal Commissioner has unequivocally asserted that he only suspended the proceedings in order that they could be resumed for transaction of the business for the day, and the business for the day had to be transacted on May 6, 1988, the date of the first meeting, as fixed by him.

Admittedly, the Municipal Commissioner did not leave the meeting hall nor vacate his seat. He showed exemplary courage in not yielding to the threats of violence wielded by the party in opposition, because he knew that in law the first meeting had to be held on that day and could not be adjourned to another day. There is no reason to disbelieve the Municipal Commissioner that when he adjourned the meeting, he simultaneously made an announcement that he would later announce the time when the meeting was to be resumed. He is candid enough to say that he had to adjourn the proceedings in view of the prevailing situation when he felt that it was impossible to continue the election process hoping that peace would soon be restored and he would be able to announce the time of the meeting. One of the reasons given for the adjournment was that he adjourned the meeting to enable him to decide and announce the time for the resumption of the further proceedings of the meeting.

Shackleton on the Law & Practice of Meetings, 7th edn. apart from the passage at p. 44 already quoted, gives the different shades of meaning of adjournment as understood in legal parlance, in the following words:

"Adjournment is the act is postponing a meeting of any private or public body or any business until another time, or indefinitely, in which case it is an adjournment sine die. The word applies also to the period during which the meeting or business stands adjourned. An Adjournment may be:

1. For an interval expiring on the day of the adjournment.
2. For an interval expiring on some later date.
3. For an indefinite time (i.e. sine die).
4. Until a fixed time and date.
5. To another place.

The learned author then sets out the different causes giving rise to an adjournment which may be by (1) Resolution of the meeting, (2) Action of the chairman, and (3) Failure to achieve or maintain a quorum.

A properly convened meeting cannot be postponed. The proper course to adopt is to hold the meeting as originally intended, and then and there adjourn it to a more suitable date. If this course be not adopted, members will be entitled to ignore the notice of postponement, and, if sufficient to form a quorum, hold the meeting as originally convened and validly transact the business thereat. Even if the relevant rules do not give the chairman power to adjourn the meeting, he may do so in the event of disorder. Such an adjournment must be for no longer than the chairman considers necessary and the chairman must, so far as possible, communicate his decision to those present.

On an overall view of the facts and circumstances, we have no hesitation in upholding the finding that the first meeting of the Municipal Corporation fixed by the Municipal Commissioner for May 6, 1988 was not 'adjourned for the day' or 'adjourned sine die' but had only been put off to a later hour i.e. the proceedings had only been suspended, to re-commence when peace and order were restored. In the result, the special leave petition must fail and is dismissed. No costs.

PRANAMI TRADING PVT LTD. v. KIEON DEVELOPERS PVT. LTD [NCLAT]

Company Appeal (AT) (INS) No.96 of 2019

S.J. Mukhopadhaya, A.I.S. Cheema & Kanthi Narahari. [Decided on 11/06/2019]

Insolvency and Bankruptcy Code, 2016 – section 238- application of Limitation Act to proceedings - petition of operational creditor - rejected by NCLT on the ground of limitation - whether correct- Held, No.

Brief facts: The Appellant had filed Application under Section 7 of the Insolvency and Bankruptcy Code, 2016 before the NCLT against the Respondent which came to be rejected on the ground of limitation.

The Appellant had booked a flat with the Respondent on 16th May 2012 and paid an amount of Rs.60 Lakhs and the allotment letter was issued to the Appellant. Subsequently, on 16.07.2012, an MOU (Annexure – D - Page – 42) was executed between the Appellant and Respondent and both the parties cancelled the booking on terms and conditions as laid down in the MOU. The Respondent agreed to pay the Appellant the amount of Rs.60 Lakhs within 18 months from the date of receipt of the booking amount, i.e. on or before 15th November 2013. In addition, Respondent agreed to pay Rs.8,10,000/- every six months to the Appellant till entire booking amount was duly paid. Other conditions were also incorporated. According to the Appellant, in furtherance to the MOU and undertaking, the Respondent paid Rs.3,24,000/- each on 16.11.2012 and 15.05.2013. Even Respondent had issued some cheques for refund of the amount but on 6th January 2014, wrote letter to the Appellant that the cheques are to be replaced. When the Appellant presented two cheques, the same bounced. The Appellant claimed that no

interest had been paid on the booking amount, i.e. the principal amount of Rs.60 Lakhs after 15th May 2013 and the principal amount had also not been repaid.

The Appellant wanted to invoke second condition of the MOU with regard to the allotment of the flat, but Respondent did not comply and created third party rights which led to the Appellant filing L.C. Suit No.954 of 2014. In the written statement dated 21st July 2017, Respondent claimed that it was a pure loan transaction and accepted that the Respondent had received the money. The Appellant claims that on 16.07.2018, it filed Section 7 proceeding before the Adjudicating Authority, but it was wrongly dismissed on the ground of limitation.

The Impugned Order shows that the Adjudicating Authority took into consideration the Application filed under Section 7 and the Affidavit filed by the Corporate Debtor claiming that the amount concerned was barred by limitation. The date of default was stated to be 21.07.2017 which was date of the written statement in the Suit. The Adjudicating Authority observed that written statement filed in the Suit did not amount to acknowledgement of the debt and could not reset the limitation. Consequently, the Application was rejected.

Decision : Appeal allowed.

Reason : Admittedly, the Appellant had paid Rs.60 Lakhs and allotment letter was issued on 16th May 2012. The Memorandum of Understanding (Annexure – D) shows that the parties mutually agreed to cancel the booking on the “terms and conditions arrived at between the two parties” as mentioned in the documents.

It appears that the Appellant received some amounts which now Appellant classifies as towards the “interest” component and thereafter, neither the principal nor interest, which was recurring, was paid and the Appellant invoked the third para of the Terms and Conditions. The Appellant –Plaintiff filed Suit (Annexure – F) seeking Decree of the flat and in the written statement dated 21.07.2017 (Annexure G – Page 73), the Respondent – Defendant accepted that the respondent had received consideration amount from the Plaintiff as per the statement and claimed that it was a loan transaction.

Thus, the provisions of the Limitation Act shall apply “as far as may be” [s.238 of IBC]. Although the Adjudicating Authority has observed that admission in the written statement will not amount to acknowledgement, we need not deliberate to settle that issue looking to the Term – 1 of the MOU which we have reproduced above. In the transaction, the term clearly shows liability of Rs.8,10,000/- getting created every 6 months for the Respondent to pay the Appellant “till the entire booking amount has not been repaid”. When the entire booking amount has not been paid, this component keeps getting attracted and liability invoked and when Section 7 Application was filed, the amount due and outstanding was clearly more than Rs.1 Lakh and thus, in our view, the Application under Section 7 could not have been rejected as time barred. There was a debt which was due, and the default was of more than Rs.1 Lakh and therefore, it was sufficient to trigger Section 7 proceeding.

Neither the parties nor the Impugned Order shows that there was any other defect in the Section 7 Application which had been moved so as to say that the Application was not complete. In that view of the matter, the Application filed before NCLT deserves to be admitted. For reasons mentioned, the Appeal is allowed. We remit back the matter to the Adjudicating Authority.

COMPETITION & CONSUMER LAWS

ANJUM HUSSAIN & ORS v. INTELICITY BUSINESS PARK PVT LTD & ORS [SC]

Civil Appeal No. 1676 of 2019

Arun Mishra & Uday Umesh Lalit, JJ. [Decided on 10/05/2019]

Consumer Protection Act, 1986- section 12- class action by consumers - delay in handing over possession of office/flats- all buyers filed a joint complaint before the NC- NC dismissed the case as not maintainable as class action- whether correct-Held, No.

Brief facts : The Appellant No.1 had booked an office space admeasuring about 440 sq. ft in a project consisting of residential units, shops and offices launched by the respondent. The Builder – Buyer Agreement was executed between the Appellant No.1 and the respondent on 02.12.2013, whereunder the respondent was to deliver possession of the office unit within four years. Similar such Agreements were entered between the appellant nos.2 to 44 and the respondent in respect of various units from the same project.

Since the respondent had failed to honour its commitments of delivering possession in four years and as the project was still at the stage of excavation, consumer complaint Case No.2241 of 2018 was filed, as class action, by the appellants 1 to 44 seeking refund of the amounts paid by them to the respondent along with interest and compensation. The National Commission vide the impugned judgement/order concluded that the case could not be accepted as class action and dismissed the same. The dismissal of the case as class action is questioned in this appeal.

Decision : Appeal allowed.

Reason : According to the National Commission, though all the appellants had a common grievance that the respondent had not delivered possession of the respective units booked by them and thus the respondent was deficient in rendering service, it was not shown how many of the allottees had booked the shops/commercial units solely for the purchase of earning their livelihood by way of self-employment.

In *Chairman, Tamil Nadu Housing Board, Madras v. T. N. Ganapathy (1990) 1 SCC 608* it was held by this Court that the persons who may be represented in a Suit under Order 1 Rule 8 of Civil Procedure Code need not have the same cause of action and all that is required for application of said provision is that the persons concerned must have common interest or common grievance. What is required is sameness of interest. Very same issue was dealt with by Full Bench of the National Commission in *Ambrish Kumar Shukla and Ors. v. Ferrous Infrastructure Pvt. Ltd. [Consumer Case No.97 of 2016, decided on 07.10.2016]*. The National Commission relied upon the decision of this Court in *T.N. Housing Board (supra)*

It was observed by this Court in *T.N. Housing Board (supra)* that the provision must receive an interpretation which would subserve the object for its enactment. It is in this light that the Full Bench of the National Commission held that oneness of the interest is akin to a common grievance against the same person.

However, the National Commission in the instant case, completely lost sight of the principles so clearly laid down in the decisions referred to above. In our view, the approach in the instant case was totally erroneous.

We, therefore, allow this appeal, set aside the Order under appeal. The application preferred by the appellants is held to be maintainable. Case No.2241 of 2018 is restored to the file of the National Commission and shall be proceeded with in accordance with law.

GENERAL LAWS

BIRLA CORPORATION LTD. v. ADVENTZ INVESTMENTS & HOLDINGS LTD & ORS [SC]

Criminal Appeal No.875 of 2019 with Criminal Appeal No. 876 of 2019

R. Banumathi & R. Subhash Reddy, JJ. [Decided on 09/05/2019]

Indian Penal Code- section 411- theft- intra company documents- use of photocopies of the original record by one group in legal proceedings against the other before the CLB- whether constitutes theft- Held, No.

Brief facts : In a criminal complaint filed against the respondents, the Appellant alleged that without the consent of the appellant Company, the respondents/accused have dishonestly stolen/misappropriated the documents and thus committed theft and conspiracy to commit theft. It is also averred that the respondents/accused dishonestly received or retained the stolen property knowing and having reason to believe the same to be stolen property and as such committed the offence punishable under Section 411 IPC. It is alleged that the respondents/accused thus dishonestly committed theft of the documents No.1 to 54 belonging to the appellant Company and misappropriated them by converting the same for their own use and thus committed the offences punishable under Sections 379, 403 IPC read with Section 120-B IPC. The learned Magistrate found that there are sufficient grounds for proceeding against all the sixteen respondents and ordered issuance of summons to the respondents.

Aggrieved by the summoning order, respondents filed petition under Section 482Cr.P.C. before the High Court for quashing the criminal proceedings. Insofar as compliance of the procedure in taking cognizance of the offences, the High Court held that the Magistrate did not commit any error. The High Court held that since originals of documents No.1 to 28 are still in the custody of the complainant, taking away the information contained in such documents cannot be considered to be “movable property” and the temporary removal of the documents for taking away the contents thereon by itself cannot be the subject of the offence of theft or dishonest misappropriation of property as well as dishonest receiving of the stolen property. On those findings, the High Court held that the complaint would not survive in respect of the documents No.1 to 28. Insofar as documents No.29 to 54 are concerned, the High Court held that as the originals of those documents are missing, the complaint discloses ingredients of the offence of theft. The High Court held that insofar as documents No.29 to 54 are concerned, the complainant can proceed against the respondents and accordingly remitted the matter to the trial court.

Being aggrieved by quashing of the complaint qua documents No.1 to 28, the appellant-complainant has preferred appeal (SLP (Crl.) No.9053 of 2016). Being aggrieved by remitting the matter to the trial court qua documents No.29 to 54, the respondents have filed appeal [SLP (Crl.) D No.6405 of 2019 and SLP(Crl.) D. No.6122 of 2019].

Decision : Appeal of the appellants dismissed. Appeals of the respondents allowed.

Reason : We have considered the submissions of the learned senior counsel appearing on behalf of the appellant and the respondents and carefully perused the impugned judgment and materials on record.

The main question falling for consideration is whether in the facts and circumstances of the case in hand whether temporary removal of the documents and using them in the litigations pending between the parties would amount to theft warranting lodging of a criminal complaint.

Admittedly, documents No.1 to 54 including the Document No.1-Internal Audit Report of Chanderia unit of the Appellant Company has been filed by the respondents in the company petition. These

documents are intra-company correspondence, internal audit reports, agreements, etc. in relation to the operations of the appellant Company. Admittedly, these documents have been produced in the company petition by the shareholders of the appellant-Company to substantiate their case of oppression and mismanagement by respondent No.17 and for vindication of their rights. As discussed *infra* in the facts and circumstances of the case in hand, in our view taking away of the documents temporarily and using them in the pending litigations between the parties would not amount to theft.

In order to constitute theft, the following ingredients are essential: -

- i. Dishonest intention to take property;
- ii. The property must be moveable;
- iii. It should be taken out of the possession of another person;
- iv. It should be taken without the consent of that person;
- v. There must be some removal of the property in order to accomplish the taking of it.

Intention is the gist of the offence. It is the intention of the taker which must determine whether taking or moving of a thing is theft. The intention to take “dishonestly” exists when the taker intends to cause wrongful loss to any other which amounts to theft. It is an essential ingredient of the offence of “theft” that the movable property should have been “moved” out of the possession of any person without his consent.

In the facts and circumstances of the case, it is to be seen in using the documents in the litigation, whether there is “dishonest intention” on the part of the respondents in causing “wrongful loss” to the appellant Company and getting “wrongful gain” for themselves. Respondents No.1 to 5 are the shareholders of the appellant-Company and they have produced the photocopies of the documents No.1 to 54 in the CLB proceedings which were filed by them on the ground of oppression and mismanagement. Merely because the respondents have produced the copies of the documents in the CLB proceedings, it cannot be said that the respondents have removed the documents with “dishonest” intention. Copies of documents are produced in support of the case of respondents No.1 to 5 and to enable the Court to arrive at the truth in a judicial proceeding involving alleged oppression and mismanagement in the affairs of the appellant Company by respondent No.17. A person can be said to have “dishonest intention” if in taking the property it is the intention to wrongful gain by unlawful means or to cause wrongful loss by unlawful means. As discussed earlier, the complaint does not allege that there was any wrongful gain to the respondents or wrongful loss to the appellant-Company so as to constitute ingredients of theft under Section 378 IPC. The complaint only alleges that the copies of the document were used in the CLB proceedings by respondents No.1 to 5. There is no allegation of “wrongful gain” to the respondents or “wrongful loss” to the appellant.

As pointed out earlier, documents No.1 to 54 are filed in the Company Petition to substantiate their case of oppression and mismanagement. Filing of documents in the CLB proceedings is only to assert their claim of oppression and mismanagement of the appellant Company. According to the respondents, there is a bona fide dispute of oppression and mismanagement and the documents No.1 to 54 are filed only to substantiate their case. When a bona fide dispute exists between the parties as to whether there is oppression and mismanagement, there is no question of “wrongful gain” to the respondents or “wrongful loss” to the appellant. In using the documents, when there is no dishonest intention to cause “wrongful loss” to the complainant and “wrongful gain” to the respondents, it cannot be said that the ingredients of theft are made out.

We summarise our conclusions as under: -

- By the order of the Magistrate, cognizance was taken against respondents No.1 to 16 for commission of the offences. There are no averments in the complaint nor are there allegations in the statement of the complainant or the witness as to when and how the theft was committed and the order of the Magistrate taking cognizance of the criminal case against respondents No.1 to 16 qua documents No.1 to 54 is liable to be set aside.
- It is held that the “document” as defined in Section 29 IPC is a “moveable property” within the meaning of Section 22 IPC which can be the subject matter of theft. The information contained thereon in the documents would also fall within the purview of the “corporeal property” and can be the subject matter of the theft. The findings of the High Court is modified to that extent.
- In the facts and circumstances of the present case, use of documents No.1 to 28 and documents No.29 to 54 by the respondents in judicial proceedings is to substantiate their case namely, “oppression and mismanagement” of the administration of appellant-Company and their plea in other pending proceedings and such use of the documents in the litigations pending between the parties would not amount to theft. No “dishonest intention” or “wrongful gain” could be attributed to the respondents and there is no “wrongful loss” to the appellant so as to attract the ingredients of Sections 378 and 380 IPC.
- Considering the facts and circumstances of the present case and the number of litigations pending between the parties, in our considered view, continuation of the criminal proceedings would be an abuse of the process of the court. The order of the Magistrate taking cognizance of the offences and the issuance of summons to respondents No.1 to 16 and the criminal proceedings thereon are liable to be quashed.

In the result, the impugned judgment of the High Court dated 15.05.2015 qua Documents No.29 to 54 is set aside and the appeal preferred by the respondents are allowed and the appeal preferred by the appellants qua documents No.1 to 28 is dismissed.

Student Services

A. SOCIAL MEDIA PLATFORMS FOR COMMUNICATING WITH THE INSTITUTE

Updates /Notifications from the Institute are now available on Social Networking Sites

Students can now visit the webpage of the Institute on the following Social networking sites to get details regarding various notifications and updates of the Institute.

1. Facebook 
2. Twitter 
3. Instagram 
4. LinkedIn 

Click on appropriate links on home page of ICSI website to get access to these webpages.

https://twitter.com/icsi_cs

<https://www.facebook.com/ICSI>

https://www.instagram.com/cs_icsi/

<https://www.linkedin.com/in/theicsi/>

B. REGISTRATION



1. Renewal of Registration (Registration Denovo / Extension)



Registration of students registered upto and including August, 2014 stands terminated on expiry of five-year period on July, 2019.

Students are advised to apply for Registration De novo/ Extension of registration as per the guidelines. Students are advised to click on the following link

<https://smash.icsi.in/Scripts/login.aspx>

for seeking Registration Denovo or Extension subject to meeting the eligibility conditions. Students are required to seek Registration Denovo or Extension by 9th April and 10th October for appearing in June and December sessions of examinations. Detailed process for seeking Registration Denovo and Extension online is given below.

2. Online De novo & Extension Registration Process (for Executive Programme & Professional Programme Students)

Kindly visit the following link to check the process of Denovo and Extension

https://smash.icsi.in/Documents/User_Manual_forDenovoandExtension.pdf

Note: Students whose registration is valid up to February 2019 (i.e. students registered upto & including March 2014) are eligible to appear in June 2019 examination without seeking extension of registration/ registration de-novo.

3. Re-Registration to Professional Programme



The Institute has introduced a Re-registration Scheme, whereby students who have passed Intermediate Course/ Executive Programme under any old syllabus but not eligible for seeking Registration Denovo may resume CS Course from Professional Programme Stage. It is an opportunity to come back to the profession for those students who had to discontinue the CS Course due to compelling reasons. Detailed FAQ, Prescribed Application Form, etc. may be seen at “for students” option at home page of Institute’s website **www.icsi.edu**.

Please check FAQ & Application Form for Re-Registration at

<http://www.icsi.edu/docs/Webmodules/REREGISTRATION.pdf>

4. Registration to Professional Programme

Students who have passed/completed both modules of Executive examination are advised to seek registration to Professional Programme through online mode. The prescribed registration fee is Rs.12,000/- .Students are also required to remit Rs. 1000/- towards Pre-exam test at the time of registration. Eligibility of students registered to professional programme for appearing in the Examinations shall be as under: -

Students registered during	Will be eligible for appearing in
1st June, 2019 to 31st August, 2019	All Modules in June, 2020 Session
1st September, 2019 to 30th November, 2019	Any One Module in June, 2020 Session

Announcement for paper wise exemption on the basis of higher qualification



ATTENTION STUDENTS!!

The Last cut off date for applying Paper-wise Exemption on the Basis of Higher Qualification for Executive & Professional Students was 9th April 2019 for June 2019 Session of Examination. The said service/option has been deactivated for students in SMASH portal w.e.f 10th April 2019.

The option for claiming Paper-wise Exemption on the Basis of Higher Qualification for December 2019 Session of Examination will be activated after declaration of Result of June 2019 Session of Examination from 26th August 2019 till 10th October 2019.

Students are advised to take note for Compliance.

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30.04.2019

Stage of the Examination	Date of Commencement of the New Syllabus	1st Examination under the	Last Examination under the old Syllabus	All Examinations Under the New Syllabus
		New Syllabus		
Professional Programme	01.09.2018	Jun-19	Jun-20	Dec-20

While registering for Professional Programme, students are required to submit their option for the Elective Subject (syllabus 2017) under Module 3 notwithstanding the original option of Elective Subject, students may change their option of Elective Subject at the time of seeking enrolment to the Examinations. There will be no fee for changing their option for elective subject, but the study material if needed will have to be purchased by them against requisite payment. Soft copies of the study materials are available on the website of the Institute.

Cut-Off Dates for the year 2019

Please visit <https://www.icsi.edu/student/> for cut-off dates for the year 2019.

C. PROCEDURAL COMPLIANCE



1. Cancellation of Provisional Admission



Provisional admission of the students, who fail to submit/upload the requisite proof of having passed the graduation examinations within the stipulated time period of six months shall stand cancelled and no refund of fee will be made.

2. Change of Address/Resetting Password



Students are advised to update their addresses instantly through online services option at www.icsi.edu. Their Registration Number shall be their user Id itself. Students can also reset their password anytime.

3. Student Identity Card

Identity Card

Identity Card can be downloaded after logging into the Student Portal at www.icsi.edu. After downloading the Identity card, students are compulsorily required to get it attested by any of the following authorities with his/her seal carrying name, professional membership No., designation and complete official address:

1. Member of the Institute, with ACS/FCS No.
2. Gazetted Officer of the Central or State Government.
3. Manager of a Nationalised Bank.
4. Principal of a recognized School/College.
5. Officer of ICSI

Unattested Identity Cards are not valid and the students are advised to carry duly attested Identity Card for various services during their visits to the offices of the Institute, Examination Centres, etc.

4. Regularisation of Executive Programme Admission

Regularization

Students provisionally admitted to the Executive Programme are advised to upload the scanned copies of their graduation Pass Certificates or marksheets for regularizing their admission at their online account at www.icsi.edu. They are required to login at their account to upload the desired marks sheets/certificates. Students, who have already uploaded / submitted their graduation pass certificate/Marksheet and have not received any confirmation with regard to approval of their admission, must contact the Institute immediately either through online grievance Redressal module or ticketing Mechanism of the Institute quoting the following particulars through online grievance redressal module:

Name

Details of Fee paid

Admission No.

Email Address

Complete Postal Address with Pin code

ATTENTION STUDENTS!

DEDUCTION OF 30% OF THE TOTAL FEE REMITTED BY THE APPLICANT IN RESPECT OF REGISTRATIONS LYING PENDING FOR MORE THAN A YEAR

The Institute has decided to reject the applications of such students who do not submit the documents within one year after their registration in Foundation and Executive programme by deducting 30% of the fee remitted by them towards administrative charges after expiry of one year. Therefore it is advised that all such students may submit their documents in the stipulated time.

D. EXEMPTIONS AND SWITCHOVER



1. Clarification Regarding Paper wise Exemption

- (a) Paperwise exemption is granted only on the basis of specific request received online through website www.icsi.edu from a registered student and complying all the requirements. There is one time payment of Rs. 1000/- (per subject).
- (b) The paperwise exemption once granted holds good during the validity period of registration or passing/completing the examination, whichever is earlier.
- (c) Paper-wise exemptions based on scoring 60% marks in the examinations are being **granted to the students automatically and in case the students are not interested in** availing the exemption they may seek cancellation of the same by sending a formal request through the Online facility available. For the purpose, please submit the Online Request by logging into your account at <https://smash.icsi.in> 15 days before commencement of examination.

If any student appears in the examinations disregarding the exemption granted on the basis of 60% marks and shown in the Admit Card, the appearance will be treated as valid and the exemption will be cancelled.

- (d) It may be noted that candidates who apply for grant of paper wise exemption or seek cancellation of paper wise exemption already granted, must see and ensure that the exemption has been granted/cancelled accordingly. Candidates who would presume automatic grant or cancellation of paper wise exemption without obtaining written confirmation on time and absent themselves in any paper(s) of examination and/or appear in the exempted paper(s) would do so at their own risk and responsibility and the matter will be dealt with as per the above guidelines.
- (e) Exemption once cancelled on request in writing shall not be granted again under any circumstances.
- (f) Candidates who have passed either module of the Executive/Professional examination under the old syllabus shall be granted the paper wise exemption in the corresponding subject(s) on switchover to the new/latest syllabus.
- (g) No exemption fee is payable for availing paper wise exemption on the basis of switchover or on the basis of securing 60% or more marks in previous sessions of examinations.

Attention Students !!!

There is no provision for submitting the exemption at the time of submitting the examination form.

If you have already been granted the exemption, it is reflected in your online account Examination, Enrollment Status and Admit Card issued for examination through online mode.

It may be noted that in some cases, the exemptions granted in accordance with the various provisions contained under the regulations are inter-related with other exemptions granted and cancellation (or appearance) in any one of the papers may result in cancellation of exemptions in all the inter- related papers. For example, if a candidate has been granted paper-wise exemptions in three papers on the basis of scoring 60, 62, 58 & 10 Marks respectively in the four papers contained under Module-I of Executive Programme in previous session and in case he/she appears or cancels the exemption in any one out of the three exempted papers, all the three exemptions shall be cancelled since the exemption criteria in this case is applicable only if all the three papers are taken together. Candidates are, therefore, advised to be extremely careful while seeking cancellation or while appearing in the exempted papers, as the final result will be computed considering the actual marks scored on reappearance and/ or the deemed absence in the papers as the case may be. In other words, candidates appearing in the exempted papers despite an endorsement to the effect in the Admit Card shall be doing so at their own risk and responsibility and the Institute may not be held responsible for any eventuality which may arise at a later date. In case of any doubt regarding the applicability of rules regarding the exemptions, it would be better if the candidates seek prior clarifications from the Institute by writing at exemption@icsi.edu before appearing in the examination of exempted subjects or seeking cancellation of exemptions granted.

Switchover to New Syllabus :

Revision of syllabus is a constant exercise by the Institute to ensure up-gradation of knowledge amongst the student community. If the student wish to appear under new syllabus 2017, the student have the option to switchover to new syllabus 2017 as per ICSI Notification No. 01 of 2018.

The students are requested to kindly follow the process mentioned in the link for switch over to new syllabus . Further to state that revert switchover is not permissible.

https://www.icsi.edu/media/webmodules/switchover_process.pdf

Please Note :-

1. That, all switchover students are eligible to appear in Online Pre-Examination Test which is compulsory under the new syllabus 2017 before enrolling for any examinations. Process For Remitting The Fee For Pre-Examination Test is available in the URL:

<https://www.icsi.edu/docs/webmodules/PreExamTestProcess.pdf>

2. New syllabus Study material is not issued free of cost to the switchover students. Therefore, the student need to obtain study material, at a requisite cost.
3. Revert Switchover is not Permissible.
4. Applicability of New Syllabus for the Executive & Professional Programme Candidates
 - From and including June 2020, Executive Programme Examination shall be held under the new syllabus only.
 - From and including December 2020, Professional Programme Examination shall be held under the new syllabus only.
5. FAQs on Switchover to New Syllabus is available at URL:
(https://www.icsi.edu/media/webmodules/FAQ_ProfProg_switchoverscheme.pdf)

Exemptions and Switchover

Other details regarding Exemptions and Switchover are available at the student page at the website of the Institute. Students can click on the following important links to get access to the information.

Paper wise Exemption

- 1) Paper wise Exemption on the basis of higher qualification (Syllabus 2017):
https://www.icsi.edu/media/webmodules/Paperwise_exemption_syllabus17.pdf
- 2) Paper wise Exemption on the basis of higher qualification (Syllabus 2012):
https://www.icsi.edu/media/website/Paperwise%20Exemption_forHighQual.pdf
- 3) Online Process of claiming Exemptions:
https://smash.icsi.in/Documents/Qualification_Based_Subject_ExemptionandCancellation_Student.pdf
- 4) User manual for cancellation of Exemption
<https://www.icsi.edu/media/webmodules/USER%20MANUAL%20FOR%20CANCELLATION%20OF%20EXEMPTION.pdf>

Switchover

1. User manual on switchover Process

<https://www.icsi.edu/media/webmodules/User%20Manual%20forSwitchOver.pdf>

2. Switchover from Foundation & Executive Programme 2012 Syllabus to 2017 Syllabus

https://www.icsi.edu/media/webmodules/Correspondingexemptionafterswitchover%20-Fnd_ExecPrg.pdf

3. Important Announcement on Switchover from Professional Programme 2007 Syllabus to 2012 Syllabus

https://www.icsi.edu/media/webmodules/Switchover_17092016.pdf

3. Submission of Queries / Grievances



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**Any Query ?
Don't Worry !**

Grievance Redressal System
Instead of placing your queries through phone calls/
Emails/ Social Media, please register at
Single Grievance Redressal Portal
<http://support.icsi.edu>

All queries/complaints received will be closely monitored and responded to.

Follow us:

E. IMPORTANT ALERTS FOR STUDENTS

1. Chartered Secretary Journal

The “Chartered Secretary” Journal is published by the ICSI, with a view to ensure continuous up-gradation of the knowledge of the Members. The Journal is equally important for the students of the Institute. Students who are interested to purchase the journal can subscribe for the same by remitting the nominal subscription fees of Rs. 500/-per annum. Students can either subscribe for the Journal at the time of registration in each stage of CS Course or separately through our Chartered Secretary



2. Details Regarding conduct of Class Room Teaching Centres at Regional Councils/Chapters. Number of Class Room Teaching Centres at Regional Councils/Chapters

SL NO	REGION	CHAPTER	ADDRESS OF CLASS ROOM TEACHING CENTRE	STAGE	MODULE	NAME OF THE CO-ORDINATOR	E-MAIL ID OF THE CO-ORDINATOR	CONTACT No. OF THE CO-ORDINATOR
1	EIRC	BHUBANESWAR	ICSI BUILDING PLOT NO 70, VIP COLONY IRC VILLAGE BHUBANESWAR - 751015	Foundation		Mr. U C Mishra	uc.mishra@icsi.edu	9937004139
				Executive	I II			
2	EIRC	DHANBAD	B-14, OLD DOCTORS COLONY, JAGJIVAN NAGAR DHANBAD- 826003	Foundation		Mr. Govind Kumar Tiwari	dhanbad@icsi.edu	9631149991
				Executive	I & II			
3	EIRC	GUWAHATI	GUWAHATI CHPTER, HOUSE NO 7, RODALI PATH, HEAR JONALI BUIST STAND RG BARUAH ROAD GUWAHATI - 24	Executive	I & II	Mr Rahul Ratna	rahul.ratna@icsi.edu	9972224470
4	EIRC	HOOGHLY	KRISHIKUNJ APARTMENT, 89/114/2 D.N. BANERJEE STREET, RISHRA HOOGHLY	Foundation		Mr. Chandra Nath Kundu	chandra.kundu@icsi.edu	033-26720315
5	EIRC	KOLKATA	ICSI-EIRO, 3A, AHIRIPUKUR 1ST LANE KOLKATA- 700019	Foundation		Ms. Rukmini Nag	rukmini.nag@icsi.edu	033-22832973
				Executive	I & II			
6	EIRC	PATNA	B-27, 2nd Floor, LUV KUSH TOWER, EXHIBITION ROAD PATNA - 1	Foundation		Mr. Gautam Karmakar	patna@icsi.edu	8603824168
				Executive	I & II			

7	EIRC	RANCHI	ICSI CHAPTER, 2C, OM SHANTI APPARTMENT, O C C BANGLA SCHOOL LANE MAIN ROAD, RANCHI-834001	Foundation		Mr. Sumanta Dutta	ranchi@icsi.edu	0651-2223382
				Executive	I & II			
8	NIRC	ALWAR	42, RAGHU COMPLEX, SCHEME NO.-10, VIJAY MANDIR MARG, ALWAR	Foundation		Mr. Anand Kumar Arya	alwar@icsi.edu	9413740652
				Executive	I & II			
				Professional				
9	NIRC	AGRA	SILVER POINT 3/2 G, Second Floor Nehru Nagar, (Near Anjana Cinema, M.G. Road), AGRA - 282005	Foundation		Mr Sandeep Kr. Rapra	agra@icsi.edu	0562-403144/ 7678474536
				Executive	I & II			
10	NIRC	ALLAHABAD	30-A / 9 / 2A COOPER ROAD NEAR HARI MAZID, INFRONT OF HP MEDIA, 2ND FLOOR, CIVIL LINES ALLAHABAD - 211001	Foundation		Mr. Amitabh Shukla	Amitabh.Shukla@icsi.edu	9415351209
				Executive	I & II			
11	NIRC	BAREILLY	FLAT NO. 7, FIRST FLOOR BDA SHOPPING COMPLEX, NEAR SOOD DHARAM KANTA, OPP. 1 – INDIA FAMILY MART, PILIBHIT ROAD, BAREILLY – 243005	Foundation		Mr. Amit Kumar & Mr. Sanjeev Kumar Sharma	cs_bly@rediffmail.com/ amitkumarb@icsi.edu	8755755741 / 9458821397
				Executive				
12	NIRC	BHILWARA	ICSI HOUSE, SEC-8, INSTITUTIONAL AREA, RING ROAD, PATEL NAGAR, BHILWARA (RAJ.)-311001	Foundation		Mr. Rajeev Ranjan Jha	rajeev.jha@icsi.edu	8003990862
				Executive	I & II			
				Professional				
13	NIRC	BIKANER	IN FRONT OF CMHO OFFICE TYAGI VATIKA STATION ROAD BIKANER 334001	Foundation		Mahesh Kr. Swarnkar	7568556111/ 0151-2222050	bikaner@icsi.edu
				Executive	I & II			
14	NIRC	DELHI	ICSI-NIRC BUILDING 4, PRASAD NAGAR INSTITUTIONAL AREA NEW DELHI- 110 005	Foundation		Mr Bhole Shankar	niro@icsi.edu	011 49343009
				Executive	I & II			
15	NIRC	FARIDABAD	Institutional Plot No.-1A, Sector-16A, (Near Sai Baba Temple), Faridabad-121002	Foundation		Ms Suman Iyer	faridabad@icsi.edu	0129-4003761
				Executive	I & II			
16	NIRC	GHAZIABAD	GHAZIABAD CHAPTER, 23-B, NEHRU NAGAR, NEHRU APARTMENT GHAZIABAD	Foundation		Mr. Rahul Verma	ghaziabad@icsi.edu	0120-4559681, 9811894375
				Executive	I & II			
				Professional				
17	NIRC	GURGAON	FIRST FLOOR, DEENBANDHU SIR CHOOTU RAM BHAWAN JHARSA ROAD BEHIND SHIV MANDIR SECTOR 32 GURGAON-122002	Foundation		Mr Amit Likhyan	gurgaon@icsi.edu	0124-2380021
				Executive	I & II			
18	NIRC	JALANDHAR	DAV COLLEGE, DAYANAND NAGAR, JALANDHAR- 144008	Foundation		Mr. Vinay Kumar	vinay.kumar@icsi.edu	9041040129
				Executive	I & II			

19	NIRC	JAMMU	213 A (1st Floor), Shastri Nagar , Jammu-180004	Foundation		Mr. Rishi Prakash Singh	jammu@icsi.edu	0191-2439242/ 9818406169
				Executive	I & II			
20	NIRC	JODHPUR	First Floor, Plot No. 15-A, City Tower Opp. Dalda Building, 7th Chopasani Road Jodhpur	Foundation		Mr. Raj Kumar Rai	raj.rai@icsi.edu	(0291) 5102551/ 9602956146
21	NIRC	KANPUR	118/90, GUMTI PLAZA KAUSHALPURI, KANPUR- 208012	Foundation		Ms. Ashish Kumar Tiwari	ashish.tiwari@icsi.edu	7800937000
				Executive	I & II			
22	NIRC	LUCKNOW	1/157, VIVEK KHAND-I, GOMTI NAGAR LUCKNOW - 226010	Foundation		Mr. Kunwar Lal Khushwaha	kl.kushwaha@icsi.edu	9336167684
				Executive	I & II			
23	NIRC	LUDHIANA	11B, 2nd FLOOR PHERUMAN COMPLEX, GURUDWARA, SAHEEDAN, OPP MANJU CINEMA, G.T. ROAD, LUDHIANA-141003	Foundation		Mr. Sanjay Jakhmola	ludhiana@icsi.edu	0161-2545456
24	NIRC	NOIDA	C-37, SECTOR - 62, NOIDA - 201309	Foundation		Mr Kushal Kumar	noida@icsi.edu	0120-4522058
				Executive	I & II			
25	NIRC	MODINAGAR	Opp. MM Printer, Near Modi Steels, Delhi-Meerut G.T. Road, Modinagar-201204	Foundation		Mr. Omkar Dutt	modinagar@icsi.edu	01232-243048
				Executive	I & II			
26	NIRC	VARANASI	J BLOCK IIND FLOOR GURU KRIPA COMPLEX OPP TAKSAL THEATRE NADESAR, VARANASI-221002	Foundation		Mr. Ravi Krishna Srivastava	varanasi@icsi.edu	9839226671
				Executive	I & II			
				Professional				
27	NIRC	YAMUNA NAGAR	DAV College for Girls, Academic Block-4, Jagadhri Road, Yamuna Nagar-135001	Foundation		Mr. Upendra Kumar	yamuna.nagar@icsi.edu	9812573452
28	SIRC	AMARAVATI	Ist FLOOR HINDU COLLEGE & HIGH SCHOOL CAMPUS BESIDE CANARA BANK, GUNTUR-522003	Executive	I & II	Mr. Vadali Sheham Raju	amaravati@icsi.edu	0863-2233445
29	SIRC	BANGALORE	No-5, 1st MAIN ROAD, KSSIDC INDUSTRIAL ESTATE, 6TH BLOCK, WEST OF CHORD ROAD, RAJAJI NAGAR BANGALORE-560010	Foundation		Mr. Juluri V Maitreya	bangalore@icsi.edu	7760976362
				Executive	I&II			
30	SIRC	CALICUT	CALICUT CHAPTER OF SIRC OF ICSI, A-3,29/2084, 2ND FLOOR, RAHIYAN BUILDING, K.T. GOPALAN ROAD, KOTOOLI, CALICUT - 673016	Foundation		Ms. Sheeba	calicut@icsi.edu	0495-2374702
				Executive	I & II			
				Professional	I, II & III			

31	SIRC	CHENNAI	"ICSI-SIRC HOUSE", 9, WHEAT CROFTS ROAD, NUNGAMBAKKAM, CHENNAI - 600 034	Foundation		Mr. C. Murugan	chelliah.murugan@icsi.edu	9443796311
				Executive	I & II			
				Professional	I, II & III			
32	SIRC	COIMBATORE	No. 209, KSG COMPLEX, 2ND FLOOR, SASTRI ROAD, RAM NAGAR, COIMBATORE- 641 009.	Foundation		Mr. Sreejith P, Mr. S.Ashok	sreejith.p@icsi.edu, s.ashok@icsi.edu & coimbatore@icsi.edu	0422 - 2237006 / 9486477497
				Executive	I & II			
				Professional	I, II & III			
33	SIRC	HYDERABAD	H.NO:6-3-609/5,ANAND NAGAR COLONY,KHAIRATABAD,HYDERABAD-500004.	Foundation		Mr. V Srinivas	srinivas.v@icsi.edu	7658983099
				Executive	I & II			
34	SIRC	KOCHI	KOCHI CHAPTER,ICSI HOUSE, NO 65/635, JUDGES AVENUERBI QUARTERS ROAD, BEHIND INDIAN EXPRESS, KALOORERNAKULAM - 682017	Foundation		Mr Sree Kumar T S	kochi@icsi.edu	0484-4050502/2402950
				Executive				
35	SIRC	MADURAI	CHAPTER OFFICE, C3, 3rd FLOOR, A.R. PLAZA, 16/17 NORTH VELIS STREET MADUARI - 625001	Foundation		Mr. T.Raja	t.raja@icsi.edu & madurai@icsi.edu	9843155753
				Executive	I & II			
				Professional	I, II & III			
36	SIRC	MANGALORE	ICSI MANGALORE CHAPTER GRACE TOWER BILDING IIND FLOOR BEJAI MANGALORE 575004	Foundation		Mr Shankar Rao Badi	sankara.badi@icsi.edu	0824-2216482/9886400332
				Foundation				
				Executive	I & II			
37	SIRC	MYSORE	MYSORE CHAPTER OF ICSI ICSI House, #125, NHCSL LAYOUT OFF KRS ROAD, OPP. J K TYRES, METAGALLI MYSORE- 570016	Foundation		Mr. N.Dhanabal	dhanabal.n@icsi.edu	9731242336
				Executive	I & II			
38	SIRC	PALAKKAD	Ist FLOOR ABOVE PNB ATM, SHREE KRISHNA BUILDING NURANI, PALAKKAD-678004	Foundation		Ms. Roby Joshep	palakkad@icsi.edu	0491-2528558
				Executive	I & II			
39	SIRC	SALEM	SALEM CHAPTER OF THE ICSI, 173, PEARL VILLA, 1ST FLOOR, 3RD CROSS, NEAR CO - OPERATIVE MARRIAGE HALL, NEW FAIRLANDS, SALEM - 636 016	Foundation		Mr. Sunder Swamy S	salem@icsi.edu	8754340840
				Executive	I & II			
40	SIRC	THRISSUR	ROOM NO. 17, THIRD FLOOR, DEVAMATHA TOWER, NEAR ST. THOMAS COLLEGE, THRISSUR	Foundation		Ms Soumya S	soumya@icsi.edu	9495631592
				Executive	I & II			

41	SIRC	THIRUVANA NTHAPURAM	T.C 27/398(1),1st Floor,Soorya Complex, Karunalayam Lane,Near Indian oil petrol Pump, G H Road,Thiruvananthapu ram -695035.	Foundation		Mr. S V Vinod Kumar	Vinod.Sreerama @icsi.edu	8089522663
				Executive	I & II			
42	SIRC	VISAKHAPAT NAM	C/o.Dr.L.BULLAYYA COLLEGE, SURVEY NO 44, BLOCK B BUILDING, 1ST FLOOR, UPSTAIRS OF ANDHRA BANK RESAPUVANIPALEM, VISAKHAPATNAM- 530013, ANDHRA PRADESH	Foundation		Mr. K Vijay Kumar	vijaykumar.kota @icsi.edu	0891- 2533516
				Executive	I & II			
43	WIRC	AHMEDABAD	ICSI AHMEDABAD CHPATER, S-2 B TOWER, MANEK LAL MILLS COMPLEX, CHINUBHAI TOWERS, ASHRAM ROAD, AHMEDABAD - 380009	Foundation		Ms. Smita Subin	smita.subin@icsi. edu	079- 26575334/ 35
				Executive	I & II			
44	WIRC	BHOPAL	BHOPAL CHAPTER OF WIRC OF ICSI, PLOT NO. 148, II FLOOR, ANCHOR MANSION, ZONE- 2, MP NAGAR, BHOPAL (M.P.) 462011	Foundation		Ms. Amita Malviya	bhopal@icsi.edu	0755- 2577139
				Executive	I & II			
45	WIRC	GOA	CHAPTER OFFICE, 6TH FLOOR, INDRAPRASTH APARTMENTS OPP. GOVINDA BUILDING, MENEZES BRAGANZA ROAD, PANAJI GOA - 403001	Foundation		Mr. Vasant H Kerkar	goa@icsi.edu	8322435033
				Executive	I & II			
46	WIRC	INDORE	B-1/2/3, ASHRAY APARTMENT , 2/1, MANORAMAGANJ, INDORE-452001	Foundation		Mr. Pravin Gupta	indore@icsi.edu	0731- 424818/249 4552
				Executive	I & II			
47	WIRC	KOLHAPUR	KOLHAPUR CHAPTER OF WIRC OF ICSI C.S NO 455, OFFICE UNIT NO 403/404, 4TH FLOOR, MATOSHREE PLAZA, VENUS CORNER, SHAHUPURI KOLHAPUR.	Foundation		Rajashree Lambe	kolhapur@icsi.ed u	0231- 2526160
				Executive	I & II			
				Professional				
48	WIRC	MUMBAI	THE INSTITUTE OF COMPANY SECRETATIES OF INDIA, 13, 1ST FLOOR, JOLLY MAKER CHAMBER -II, NARIMAN POINT MUMBAI- 400021	Foundation & Executive		Mr. Bannashankar Dasari	bannashankar.da sari@icsi.edu	9223542195
			MKES INSTITUTE (NAGINDAS KHANDWALA COLLEGE) S.V. ROAD, MALAD - 400064	Foundation & Executive				

49	WIRC	NAGPUR	NAGPUR CHAPTER OF ICSI, 3RD FLOOR, AVINISHA TOWERS, MEHADIA SQ, DHANTOLI, NAGPUR - 440012	Foundation		Mr. Sudhakar Aisalwaru	nagpur@icsi.edu	0712-2453276
				Executive	I & II			
50	WIRC	NASHIK	7-8, NATRAJ PLAZA, OPP- BOYS TOWN SCHOOL, COLLEGE ROAD NASHIK MAHARASHTRA-422005	Foundation		Mr. Amit Kumar	Amit.Kumar_N@icsi.edu	8796090345
51	WIRC	NAVI MUMBAI	ICSI-CCGRT, OFFICER NO-204, 2ND FLOOR, PLOT NO- 101, SEC-15 INDUSTRIAL AREA CBD BELAPUR, NAVI MUMBAI-400614	Foundation		Mr. P S Emmanuel	navimumbai@icsi.edu	022-49727816
				Executive	I & II			
52	WIRC	PUNE	PUNE CHAPTER OF ICSI SHREYAS APARTMENTS CONDOMINIUM, C.T.S. No. 1654/1655 SURVEY GANANJAY SOCIETY, D.P. ROAD KOTHRUD PUNE - 411038	Foundation		Mrs. Garima Mehrotra	ps.emmanuel@icsi.edu	020-24263228/24260341
				Executive	I & II			
53	WIRC	RAIPUR	H.NO C-67, SECOTR - 2 1ST FLOOR ABOVE LITTLE STAR PLAY SCHOOL, DEVENDRA NEAR GUJRATI SCHOOL, RAIPUR - 492001	Foundation		Mr. Prafulla Kumar Dash	raipur@icsi.edu	0771-2582618
				Executive	I & II			
				Professional				
54	WIRC	RAJKOT	307, Yogi Anand Complex, 3rd Floor, Kasturba Road, Opp. Chaudhary High School Rajkot 360001	Foundation		Mr. Aritra Karmakar	rajkot@icsi.edu	0281-248-2489 / 72111 55581
				Executive	I & II			
55	WIRC	SURAT	B – 209, TIRUPATI PLAZA, NEAR COLLECTOR OFFICE, ATHWAGATE, SURAT, GUJARAT. PIN – 395001	Foundation		Mr. Ratnesh Kumar	goutam.karmakar@icsi.edu	8013214546
				Executive	I & II			
56	WIRC	THANE	ICSI THANE CHAPTER, 201-202 SAI PLAZA COMPLEX GODBUNDER ROAD NEAR KAPURBAWADI JN, OPP TO ORION BUSINESS PARK, ABOVE VIJAY SALES THANE (W) 400607	Foundation		Ms. Kavita Chavan	kavita.chavan@icsi.edu	022-25893793 022-25891333
57	WIRC	VADODARA	ICSI VADODARA CHAPTER, OFFICE NO.1 (2ND FLOOR) STOP-N-SHOP PLAZA OFFTEL TOWER-II, R. C.DUTT ROAD VADODARA - 390007	Foundation		Amit Kumar Nagar	amit.nagar@icsi.edu	0265-2331498

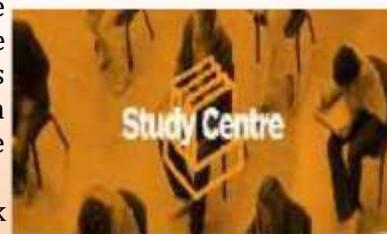
****For any clarification/Assistance/Guidance you may mail to shalini@icsi.edu**

[Class Room Teaching Guidelines](#)

Study Centres

The objective of the Study Centre Scheme is to break the distance barrier at the end of students for availing the services from the institute. Under the Scheme, Study Centers are opened in cities /areas, wherein the Institute's Offices are not in existence. Apart from providing basic services, the Study Centres also impart coaching to the students of various stages.

The details of study centres are available at the link https://www.icsi.edu/media/webmodules/Study_Centre.pdf



Details of Classroom teaching at Study Centres of ICSI

S.no	Study Centre	Name of the University / College	Full Address	Region	Region / Chapter Name	Status of OTC YES/ NO	E-Mail Id	Mobile Number
1	Siliguri	Siliguri College of Commerce, Siliguri	P.O. : SILIGURI, DARJEELING-734001, West Bengal	EIRC	Hooghly	Yes	siliguricollegeofcommerce@yahoo.com	0353-2432594/2436817
2	Mathura	R C A Girls (PG) College, Mathura	Vrindavan Gate, Masani, Mathura, 12, Aakash Nagar, Vishwa Laxmi Nagar, Mathura, Uttar pradesh - 281003	NIRC	Agra	Yes	principal@rcagirlscollege.org	0565-2505956/09412777091
3	Dadra & Nagar Haveli	KBS Commerce & NATARAJ Professional Sciences College	Shree Kaushik Haria Educational Foundation, Chano d Colony Naka, Silvassa Road, Dadra and Nagar Haveli 396195	WIRC	Surat	Yes	kbs_vapi@rediffmail.com	0260 245 0577/9974418486
4	Jamnagar	Shri Gosar Hansraj Gosrani Commerce & Sri Dharamshi Devraj Nagda B.B.A College, Jamnagar	Shah Bhagwanji Kachra Education complex, Near Octroi Post- Indira Gandhi Marg, Jamnagar-361004	WIRC	Rajkot	Yes	snehal.kotak@oshwaleducationtrust.org	9998001596/02882563885
5	Kutch	Tolani Commerce College	Near Post office, Ward 2A, Gandhidham, Adipur-370205	WIRC	Rajkot	Yes	tcctolani@gmail.com	02836-260623/9426999192

6	Solapur	Hirachand Nemchand College of Commerce, Solapur	S W H Marg, Ashowk Chowk New Pacha Peth, Walchand Collage Campus, S W H Marg, Solapur, Maharashtra 413006	WIRC	Kolhapur	Yes	sarikamahindrakar33@gmail.com ; shahsatyajeeet@gmail.com	0217265612 1/937032358 5
7	Latur	Jaikranti Arts & Commerce Senior College	Sitaram Nagar, Latur- 413512	WIRC	Aurangabad	Yes	principal@jaikranticollege.com	8999482960/ 02382-57410
8	Bhilai	G D Rungta College of Science & Technology, Bhilai (closed)	Rungta Education Campus, Kohka Road, Kurud-490024(C.G)	WIRC	Raipur	Yes	dr.manoj.verghese@rungta.ac.in	0922915553 8 / 0788- 6666666
9	Bilaspur	Drona College of IT Applied Social Science, Bilaspur	In front of Kanan Zoo, Pendari, Sakri, Bilaspur-495001, Chhatishgarh	WIRC	Raipur	Yes	dronacollege@gmail.com ; info@dronacollge.com	07752- 214336 / 0942553551 4
10	Solapur	Hirachand Nemchand College of Commerce, Solapur	S W H Marg, Ashowk Chowk New Pacha Peth, Walchand Collage Campus, S W H Marg, Solapur, Maharashtra 413006	WIRC	Kolhapur	Yes	sarikamahindrakar33@gmail.com ; shahsatyajeeet@gmail.com	0217265612 1/ 9370323585
11	Jaipur	Biyani Girls College	Sector-3, Vidhyadhar Nagar, Jaipur-302023, Rajasthan	NIRC	Jaipur	Yes	director@biyanicolleges.org	0141- 2336226 / 0931492740 0
12	Chennai	Shrirmathi Dev kunvar Nanalal Bhatt Vaishnav College for women, Chennai	Shanti Nagar, Chromepet, Chennai- 600044	SIRC	SIRO	Yes	info.sdnbvc@gmail.com	0994033747 0 / 044- 22655450

13	Chennai II	Alpha Arts & Science College	No.30 Thundalam, Porur, Behind Ramachandra Hospital, Chennai 600116	SIRC	SIRO	Yes	rathikaksr@gmail.com	8122675323
14	Chennai-I	Dharmamurthi Rao Bahadur Calavala Cunan Chetty's Hindu College, Chennai	DRBCC Hindu college, Pattabiram, Chennai- 72	SIRC	SIRO	Yes	mjawaharlalnehru1964@gmail.com	9444678613
15	Erode	Kongu arts and Science College	Nanjanapuram, Kathirampatti post Erode- 638107	SIRC	Coimbatore	Yes	konguarts@kasc.ac.in ; corpkongu@gmail.com	0424-2242888 / 9942452528
16	Hubli - Dharwad	Rukmini Shetty Memorial Sudltakar Shetty College,	"Jnana Degula", Near K.M.F. Lakammanhalli Industria Area, P.B.Road, Dharwad-580004, Karnataka	SIRC	Bangalore	Yes	drdgshetty@yahoo.in	0836-2465327 / 2465105 / 09343400038
17	Kanchipuram	SCSVMV University,	Enathur, Kanchipuram, Tamilnadu- 631561	SIRC	SIRO	Yes	hellomsraman@gmail.com	044-27264179 / 9842754984
18	Nizamabad	Sharada P G College	C/o. Computer Corner Centre, Near Tirumala Cinema Hall, (Theatre), Weekly Market, Beside Sun Flower High School, Nizamabad Dist. - 503001 - Telangana	SIRC	Hyderabad	Yes	sureshkapse@gmail.com	0846223609 / 9/09440728632
19	Puducherry	Bharathidasan Govt College for Women, Puducherry	Ananda Inn, Thiruvalluvar Nagar, Puducherry, 605001	SIRC	Chennai	Yes	bgcwoffice@yahoo.com ; drrsrinivasan66@gmail.com	0413-2213504 / 98787703173

20	Srikakulam	Sri sai Krishna Junior College, Srikakulam	Onway Traffic, Day & Night Junction, Plot No-12, Nehru Nagar, Near Shanti Nagar Colony, Srikakulam-532001, Andhra Pradesh	SIRC	Visakhapatnam	Yes	pvrm.patnaik@yahoo.com	8942-2253042 / 09440315789
21	Thanjavur	SASTRA Deemed To Be University	Trichy-Tanjore Road, Thirumalaisamudram, Thanjavur, Tamil Nadu 613401	SIRC	SIRO	Yes	deanbadri@sastra.edu	04362-304223 / 09443148947
22	Tiruchirappalli	National College, Tiruchirappalli	Dindigul Main Road, Karumandapam, Tiruchirappalli-620001	SIRC	SIRO	Yes	kumark1965@yahoo.com	9443548859 / 0431-2480263
23	Vaniyambadi, Vellore District	Marudhar Kesari Jain College for women	Marudhar Nagar, Chinnakallupalli, Vaniyambadi-635751, Tamilnadu	SIRC	Chennai	Yes	hod.commerce@mkjc.in	09789565577 / 04174-224300 / 225300

Announcement for Subject exemption



!!Attention Students!!

Status to verify paper-wise exemption granted under Subject Exemption head has been deactivated in SMASH portal till declaration of result of June 2019 session of examination i.e., upto 25th August 2019.

All Eligible exemptions already granted will automatically reflect in Admit Card.

Kindly take note of the same.

22.05.2019

Revised Procedure for Effecting Change of Name in the Institute's Records

In order to ensure uniformity in the procedure for effecting change of name on the basis of specific requests from students, it has been decided that henceforth request for change of name of students in the Institute's records would be accepted only on receipt/ submission of either of the following documents :-

- (i) Gazette Notification
- (ii) Publication in Newspaper for change of name alongwith an Affidavit
- (iii) Copy of Marriage Certificate (in case of Female candidates after marriage)
- (iv) Copy of PAN Card / Aadhaar Card / DIN supporting change of name.

Students may send any such request at dss@icsi.edu alongwith the requisite supporting documents as mentioned above while quoting their Registration Numbers. It may be further noted that no request would be accepted without registration number.



**THE INSTITUTE OF
Company Secretaries of India**
भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Institutional Body under an Act of Parliament

“शहीद की बेटी” (Martyr's Daughter)

Dear Students,

It is indeed an honour to be a part of an Institute which has attained institutional excellence and is a torch bearer for the cause of Good Corporate Governance.

As part of social responsibility and in alignment towards the initiatives of Government of India the scheme “Shaheed Ki Beti” was launched during the Golden Jubilee ceremony and the Institute got the privilege to confer the first certificate under this scheme to the Prime Minister of India, Sh. Narendra Modi on 4th October 2017.

Under 'Shaheed Ki Beti' scheme, the Institute is providing financial support to the girl child of martyrs for her higher education.

A separate fund has been created and the amount accumulated under the Fund “Shaheed ki Beti” is donated to the concerned wing of Ministry of Defence. Institute has already donated Rs. 15 lac under the scheme in the recent past.

The Institute acknowledges the contribution of the stakeholders who are generously donating towards the “Shaheed Ki Beti” initiative of the Institute on their Birthdays or otherwise.

Shaheed Ki Beti scheme has given us an opportunity to support our courageous martyred soldiers and their bereaved families. Through this unique scheme, Institute will definitely bring a radical change in the life of families of the valiant martyrs who have laid their lives while upholding the sovereignty and integrity of the country.

We request all other members and students of ICSI to come forward and contribute for this noble initiative.

The amount can be transferred online as per details given below.

National Electronic Fund Transfer (NEFT) Mandate Form	
(Mandate for Receiving Payment Through NEFT/RTGS)	
Vendor Name	THE INSTITUTE OF COMPANY SECRETARIES OF INDIA
Address of Vendor	C-36-37, ICSI HOUSE, INSTITUTIONAL AREA, SECTOR 62 NOIDA UP 201309
Permanent Account Number (PAN)	AAATT1103F
Particulars of Bank Account	
A. Name of Bank	Indian Bank
B. Name of Branch	Sector 61
C. Address	D-211/2 SECTOR 61 NOIDA 201301
D. City Name	NOIDA
E. IFSC Code (11 digits)	IDIB000N106
F. 9 digit MICR Code appearing on the Cheque Book	110019035
G. Type of Account (10/11/13)	SAVINGS (10)
H Account No.	7068609465

Our small gesture can bring smile to the faces of many bereaved families

Team ICSI.

F. FEE FOR SERVICES

Schedule of Fees

For fees details, kindly visit the link

https://www.icsi.edu/media/webmodules/student/InfoBrochure_CSFnExePrgm.pdf

FAQs ON PRE-EXAMINATION TEST

- Q.1** Students of which stage of CS Course are required to complete the Pre-Examination Test?
- A.1** The Pre-Examination Test is applicable for students of New Syllabus (2017) of Executive Programme and Professional Programme Stage. Initially, the Pre-Exam Test will be introduced for Executive Programme (2017) New Syllabus Students which will be a pre-requisite for students seeking enrolment to December, 2018 Session of Examinations.
- Q.2** Please let me know the pattern and other related details of Pre-Examination Test?
- A.2** The pattern of Pre-Examination Test will be as follows :
Online Computer Based
The student can take the test from his home, cyber café or any other location.
Multiple Choice Question (MCQ) type with negative marking of 25% of the allotted marks;
Result of the test would be available immediately on completion of the test;
Result of the test would be linked with the enrolment process for examination;
The questions will be categorized as per three difficulty levels i.e. Easy, Medium and Tough and shall have a ratio of 30:40:30 in the overall marking scheme.
- Q.3** What will be the qualifying marks for each subject?
- A.3** The subject-wise qualifying marks will be minimum 40% marks.
- Q.4** I am planning to appear in Module-1 of Executive Programme during December, 2018 Session? Am I required to complete the Pre-Exam Test of Module-2 also before enrolment to December, 2018 Session?
- A.4** No. You are required to complete the Pre-Exam Test of subjects covered under Module-1 only. Students are required to successfully complete the Pre-Exam Test of all subjects forming part of specific Modules in which they are planning to appear in the main Examinations. They may complete the Pre-Exam Test of remaining modules separately before seeking enrolment to examinations of such Module(s).

- Q.5** Can I complete the Pre-Examination Test after enrolling and appearing in the main examinations?
- A.5** No. Students are required to complete the Pre-Examination Test before enrolling for the main examinations.
- Q.6** If I successfully complete the Pre-Examination Test before seeking enrolment to December, 2018 Examinations, will it be valid for future sessions if I fail in the main examinations?
- A.6** The Pre-Examination Test will be valid for future sessions of examinations for the respective subjects and students will NOT have to clear the Pre-Examination Test each time they are seeking enrolment to main examinations.
- Q.7** Am I required to remit any fee for appearing in the Pre-Examination Test?
- A.7** Yes. Students seeking enrolment to Pre-Examination Test are required to remit a fee of Rs.1000/-. However, students who have already remitted the Pre-Examination Test Fee while seeking registration to CS Executive / Professional Programme Stages are not required to remit the fee again.
- Q.8** What will be the syllabus for Pre-Examination Test?
- A.8** The questions will be according to the 2017 New Syllabus of CS Course.
- Q.9** I was an Old Syllabus Student and I have switched over to New Syllabus (2017) of Executive Programme. Shall I be required to pass the Pre-Examination Test before appearing in the main Examinations?
- A.9** Yes. Students who have switched over from Old Syllabus to New Syllabus (2017) of Executive and Professional Programme Stages shall be required to pass the Pre-Examination Test before seeking enrolment to Examinations.
- Q.10** I have been granted exemption in some of the subjects on the basis of higher qualification/ switchover/ 60% marks criteria, etc. Am I required to pass the Pre-Examination Test of these subjects before appearing in main examinations?
- A.10** No. Students are not required to pass the Pre-Examination Test of subjects in which they have already been granted exemption under different criteria for grant of exemption.
- Q.11** What will be the duration of Pre-Examination Test, Total Number of Questions and the Total Marks?
- A.11** Duration of Pre-Examination Test : 60 Minutes; Total Number of Questions : 50; Total Marks : 100.
- Q.12** In case, I fail in the Pre-Examination Test, shall I be given another opportunity to appear in the Pre-Examination Test?
- A.12** Students may appear in Pre-Examination Test any number of times, but they shall be able to appear in the Pre-Examination Test only ONCE in a day.

Q.13 What will be the process of making payment of fee for Pre-Examination Test?

A.13 **PROCESS FOR REMITTING THE FEE FOR PRE-EXAMINATION TEST**

- 1. Login Page:** Student can login in to the application by entering Registration Number and DOB.

<http://www.icsi.in/PreExamFees/Login.aspx>

Not secure | www.icsi.in/PreExamFees/Login.aspx

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PRE - EXAM TEST FEE PAYMENT

Please enter your Registration Number and DOB

Registration No:	140545237/02/2018
DOB:	24/11/1992
<input type="button" value="Submit"/>	

It will not allow student to enter into application if he has already made payment and his transaction is Successful or after Successful reconciliation.

Both Registration Number and DOB are mandatory.

- 2. Student Profile Page:** This page populates student details along with Pre- Exam Test Fee.

Not secure | www.icsi.in/PreExamFees/StudentProfile.aspx

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PRE - EXAM TEST FEE PAYMENT

Registration Number	140545237/02/2018
Student Name	ANANT AJIKI
Date of Birth	11/24/1992
Gender	Male
Mobile	91824028702
EmailID	anantajiki@gmail.com
Stage	Executive
Registration Date	10/02/2018 11:25AM
Entry Date	11/24/2018
Address	Flat No. 002, Gurukul Apartment Shalva Colony, Haveli Road
City	Ranchi
District	Ranchi
State	West Bengal
PinCode	834002
Country	India
PRE - EXAM TEST FEE	1000.00

3. **Payment Instruction Page:** This page displays Transaction ID, Receipt ID and Instructions. Student can “Proceed to Payment” by giving his consent on the same by checking the check box.

4. **Payment Gateway**

5. Receipt Generation

The Institute of Company Secretaries of India
 TCSI HOUSE, 22, Institutional Area, Lodi Road, New Delhi - 110003
 Website - www.icsi.edu; Email - info@icsi.edu; phone : 011-46341000

ACKNOWLEDGEMENT RECEIPT

Receipt No.: 9900000140 Date: 19/6/2018

Received with thanks from GAURAV KUMAR GUPTA, holding Registration No. as 448510428001/2017, a sum of Rs. 2.00 (Rupees Two Only) towards PRE -EXAM TEST FEE – EXECUTIVE

This is a computer generated receipt and requires no signature.

[Print](#)

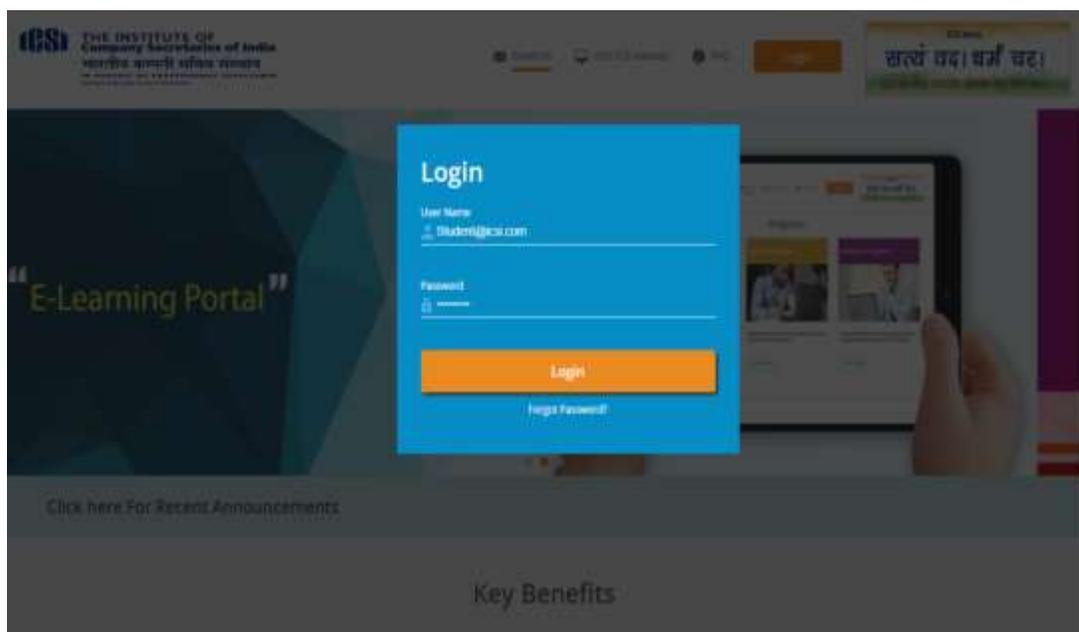
Q.14 What will be the steps for appearing in the Pre-examination Test?

A.14 Steps to attempt Online Pre-Examination Test:

1. Login using your credentials:

Link - <https://elearning.icsi.in>

(Please note, your Login credentials (Login Id and password) would be intimated to you once you pay the requisite fee)



2. Click on My Course:



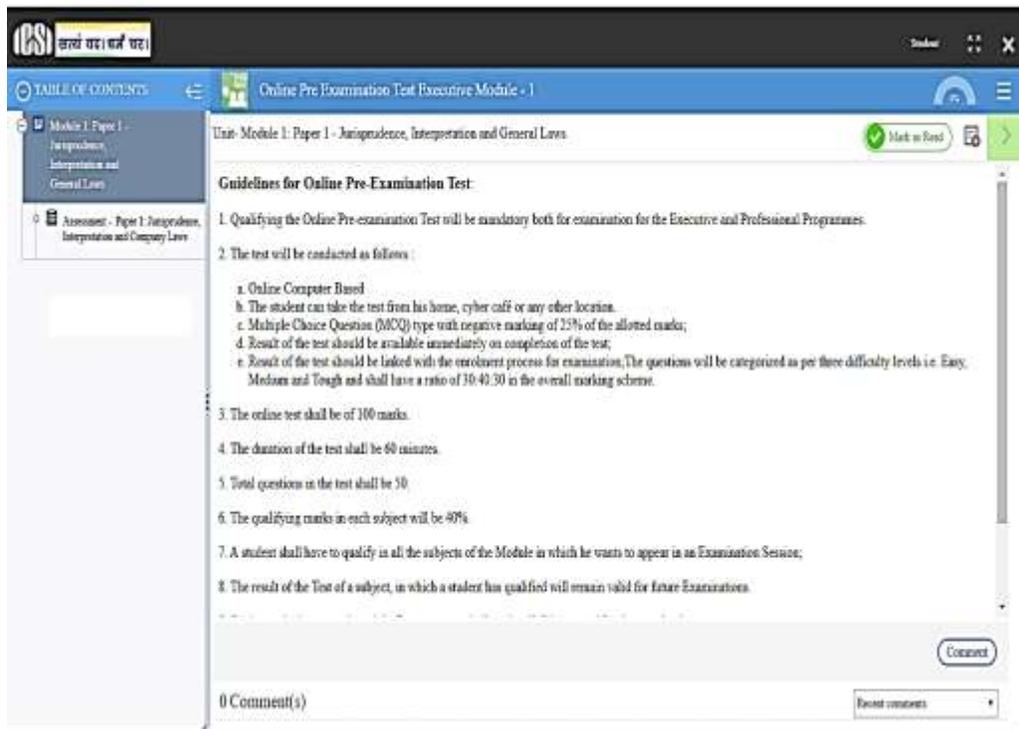
3. After Clicking on My Courses, all the courses in which you are enrolled will appear on the screen. You can select Online Pre Examination Test Executive Module - 1 from the list of courses.

Click on Online Pre Examination test Module – 1.

Click on Launch Button in Green Color.

The screenshot displays the "My Courses" page. At the top, there is a search bar and navigation tabs for "CURRENT COURSES", "UPCOMING COURSES", and "COMPLETED COURSES". The "CURRENT COURSES" tab is active. A course titled "Online Pre Examination Test: Executive Module - 1" is listed. The course details include "Start: 03 May 2018 - End: 14 Aug 2021" and "3 years Left". The course progress is shown as "1 Assessments (0 Pending)", "0 Assignments (0 Pending)", and "0.0% Completed". A green "Launch" button is highlighted with a red border. The page also shows a sidebar with navigation options like "My Courses", "My Communities", "My Actions", "My Posts", "My Activities", "My Calendar", "My Favourites", "My History", and "Manage Courses".

4. Upon Launching, Pre Examination Guidelines page will open, please read guidelines carefully.



The screenshot shows a web interface for the 'Online Pre Examination Test Executive Module - 1'. The page title is 'Unit- Module 1: Paper 1 - Jurisprudence, Interpretation and General Laws'. The main content area is titled 'Guidelines for Online Pre-Examination Test' and contains the following text:

1. Qualifying the Online Pre-examination Test will be mandatory both for examination for the Executive and Professional Programmes.
2. The test will be conducted as follows :
 - a. Online Computer Based
 - b. The student can take the test from his home, cyber cafe or any other location.
 - c. Multiple Choice Question (MCQ) type with negative marking of 25% of the allotted marks;
 - d. Result of the test should be available immediately on completion of the test;
 - e. Result of the test should be linked with the enrolment process for examination; The questions will be categorized as per three difficulty levels i.e. Easy, Medium and Tough and shall have a ratio of 30:40:30 in the overall marking scheme.
3. The online test shall be of 100 marks.
4. The duration of the test shall be 60 minutes.
5. Total questions in the test shall be 50.
6. The qualifying marks in each subject will be 40%.
7. A student shall have to qualify in all the subjects of the Module in which he wants to appear in an Examination Session;
8. The result of the Test of a subject, in which a student has qualified will remain valid for future Examinations.

At the bottom of the page, there is a 'Comment' button and a section for '0 Comment(s)' with a 'Recent comments' dropdown menu.

5. After reading Guidelines, Please click on Assessment Tab given just below paper name

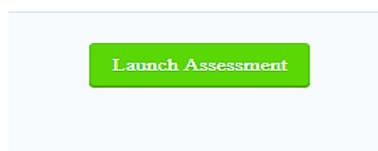


The screenshot shows the same web interface as above, but with the 'Assessment' tab selected in the left-hand navigation menu. The main content area is titled 'Pre-Examination Test Demo' and displays the following information:

Total Marks	Pass Marks	Attempts Available	Duration	View Assessment Analysis At the End of Assessment	Launch Assessment
100.0	40.0	1 of 1	60 Min		

The 'Assessment' tab in the left-hand menu is highlighted with a red box.

6. After Clicking on Assessment, Please click on launch assessment button:



7. After clicking on launch assessment, instruction page will open. Please read these instructions carefully. After reading instruction, please tick the checkbox displaying (I have read and understood the instructions and agree to adhere to them).

Please click on “I am ready to begin button”.

Instructions

Please read the instructions carefully

General Instructions:

1. Total duration of examination is 60 minutes.
2. The clock will be set at the server. The countdown timer in the top right corner of screen will display the remaining time available for you to complete the examination. When the timer reaches zero, the examination will end by itself. You will not be required to end or submit your examination.
3. The Question Palette displayed on the right side of screen will show the status of each question using one of the following symbols:
 - 1 You have not visited the question yet.
 - 2 You have not answered the question.
 - 3 You have answered the question.
 - 4 You have NOT answered the question, but have marked the question for review.
 - 5 The question(s) "Marked for Review" will be considered for evaluation.
 - 6 The question(s) "Marked for Review" will be not be considered for evaluation. Hence, no marks will be allocated for the same.

The Marked for Review status for a question simply indicates that you would like to look at that question again.

I have read and understood the instructions and agree to adhere to them.

I am ready to begin

8. Assessment will start just after you click on this button. Given below is assessment screen:

Pre-Examination Test Date Overview Paper Instructions

STOP

Section Time Left: 08:28 Student's at...

RESTART

Question No. 1

Which of the following articles guarantees equality before law and equal protection of law for all individuals residing within the territory of India?

17

15

18

14

Marked for Review & Next Clear Response Save & Next Cancel

RECTION

Choose a Question

1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24

- Q.15** I have enrolled myself for Class Room Teaching conducted by the Regional / Chapter Office of the Institute in my city. Shall I be exempted from appearing in Pre-Examination Test if I pass the Tests conducted by the said Regional/ Chapter Office after completion of the Class Room Teaching Session?
- A.15** Yes. Students who have cleared the Offline Test in specific subjects after undergoing Class Room Teaching session in the Regional and Chapter Offices shall be exempted from the specific subjects of Online Pre-Examination Test.
- Q.16** Please let me know if the marks scored in the Pre-Examination Test will be considered for computing the result of main CS Examinations?
- A.16** No. The Pre-Examination Test will be a qualifying test to assess the level of preparation of the students before appearing in the main examinations. The marks scored in the Pre-Examination Test will NOT be used for computing the results of the main CS examinations.

Attention Students !

Guidelines for Concession in Fee for Registration to CS Course to the Widows and Wards of Martyrs, Permanent Disability cases, Serving / Retired Personnel of Indian Army, Indian Air Force, Indian Navy and all para military forces

The sacrifice of the personnel of Indian Armed forces and para military forces for maintaining the security and sovereignty of the country is commendable.

In a humble endeavor of the Institute in recognizing the contribution of the serving and retired personnel and as a goodwill gesture to the families of martyrs, the Institute has decided to grant the following concessions for registration to the CS Course :

- 1. 100% concession in full Fee payable at the time of Registration to various Stages of CS Course and Examination Fee to the wards and widows of martyrs of Indian Army, Indian Air Force, Indian Navy and all para military forces**
- 2. 100% concession in full Fee payable at the time of Registration to various Stages of CS Course and Examination Fee to the personnel of Indian Army, Indian Air Force, Indian Navy and all para military forces with permanent disability as a result of participating in act of war and other missions.**
- 3. 50% concession in full Fee payable at the time of Registration to various Stages of CS Course and Examination Fee to all In Service/ Retired personnel of Indian Army, Indian Air Force, Indian Navy and all para military forces.**

All other fee payable by the aforesaid category of students shall be as per the rates applicable to the general category students.

These guidelines shall be applicable effective from 1st April, 2019.

ICSI Classroom Teaching Centres at Regional Councils/Chapters and ONLINE CLASSES



Features/Main attractions



Pre-examination Test is Exempted for Classroom teaching students (Subject to the condition)

For more information please visit <http://tinyurl.com/y64ullr4>



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Vision

"To be a global leader in promoting good corporate governance"

Motto

सत्यं वद। धर्मं चर। *Speak the truth; abide by the law*

Mission

"To develop high calibre professionals facilitating good corporate governance"



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Hurry up!! Join classes at The Institute of Company Secretaries of India to excel in CS examination

BENEFITS OF STUDENTS OPTING FOR CLASS ROOM TEACHING AT THE REGIONAL/ CHAPTER OFFICES AND STUDY CENTRES OF THE INSTITUTE OF COMPANY SECRETARIES OF INDIA

To join Classes, please go through the contact details of Regional/Chapter Offices of the Institute of Company Secretaries of India at the following link.

<https://www.icsi.edu/media/webmodules/websiteClassroom.pdf>

BENEFITS OF CLASS ROOM TEACHING CENTRES OF ICSI

- Small batches for deeper conceptual clarity
- Special attention for non-commerce students
- Continuous revisions & tests
- Exam result & career oriented
- Best Infrastructure
- Optimal fee in comparison
- Library facility with latest books
- Distinguished Faculties and a blend of academicians from premier institutions, Professions and industry experts
- Periodic Class Tests for evaluation
- Parents teachers meet at regular intervals
- Faculty Development Programmes.
- Learning through practical approach
- Exemption from Pre-exam test subject to the clearance of respective subject/Module.
- Demo lectures, Mock Tests, Crash Courses
- Special programme/special guest lectures
- 100% coverage of syllabus
- Assistance in placement
- Scope to learn soft skills and leadership skills
- Class Room teaching centres of the Institute extend support to the students in preparation of the main examination.



“SUCCESSFUL CELEBRATION OF STUDENT MONTH – JULY 2019”

As you are aware that the Institute has celebrated July month as the “Student Month” activities for the students have been organised during the month of July 2019 on Pan India basis at various Regions/Chapters offices of the Institute. The events organised during the month were covered in various leading newspapers. Since the main focus of the student month was social awareness, the initiative got accolades from all strata.

We feel extremely happy to inform that the students have participated in large numbers in the various events and competitions.

The photographs of the various events organised during the Student Month have been uploaded on the webpage exclusively developed for the student month. Students can visit the webpage on the website of the Institute at www.icsi.edu

Webpage developed for Student month (July 2019)

The collage features the following event announcements:

- 1st July:** Plant, Water & Protect Trees; 1st July Doctor's Day
- 4th July:** Quiz contests for Students
- 5th July:** Launch of special initiatives for students like Mock tests, Crash Course, Revision classes, Special classes for non-commerce students, Classes of specific subjects
- 6th July:** Submission of articles by the students on academic topics and other important notification to be included in special edition of students bulletins in the month of July 2019
- 9th July:** Cultural performance
- 10th July:** ICSI 10th Anniversary
- 11th July:** Power Point Competition - (Jurisprudence, Interpretation & General Laws); World Population Day 11th July
- 12th July:** Webcast for students Academic Topic
- 17th July:** Welcome to Faculty Induction Program

GLIMPSES OF STUDENT MONTH



VARIOUS PROGRAMMES CONDUCTED DURING THE STUDENT MONTH

Van Mahotsav Divas

The Student Month has been initiated with the “Van Mahotsav Divas’ on 01st July, 2019 in which almost all the Regional / Chapter Offices have participated. Some of the snapshots pertaining to the Van mahotsav Divas may be seen at the following links

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Van%20Mahotsav%20organised%20on%2001st%20July%202019.pdf

‘Van Mahotsav Divas’ has created awareness among the stakeholders on adopting need for undertaking ‘Go Green’ activities wherever feasible to save Mother Earth for the sake of future generations.

Blood Donation Camps

01st July, is celebrated as the doctor’s day. To pay tribute and to honor the doctors who save millions of lives, Blood donation camps were organised across India by Region and Chapter Offices.

The snapshots pertaining to the “Blood Donation Camps’ may be seen at the following link :

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Doctors%20day-%20Blood%20donation%20camp%20organised%20on%2001st.pdf

Career Awareness Activities

Special interactive sessions have been conducted in various Colleges to create awareness about the profession of company secretaries. A Career Awareness Week has also been observed during the month. From the perspective of prospective students, the Career Awareness sessions shall provide an opportunity to know the details of the profession.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/index.html#

Engaging Student Community

In order to promote brotherhood among the student community, Cultural Programmes and Get-together have been organised in various offices of the Institute. Such extracurricular activities play a pivotal role in developing the personality of the students and necessary exposure which will help them in their march towards becoming a professional. The snapshots of the Programmes organised across India are available at the following link.

Competitions for Students

Various competitions for students like Elocution Competition, Quiz Contests, Moot Court Competition, Essay Writing Competition, Power Point Competitions, Video Byte Competitions etc. have been organised during the Student Month. The Competitions have given an opportunity to the students and offered them a platform to express their hidden talents. The snapshots are available at the following links.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/MOOT%20COURT%20COMPETITION%20-%202019.pdf

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Power%20Point%20Competition%20-2019.pdf

Academic Initiatives

Updates on various academic topics have been brought out by the Institute for the benefit of students. Some of the latest initiative for students such as Mock Test, Moot Court competition, Crash Course, Revision Classes, Special classes for non-commerce students, classes for specific subjects etc have been organized during Student Month 2019.

The glimpses of the event are available at the following link.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Webinar%20on%20Union%20Budget%202019-20%20for%20CS%20students.pdf

Renewed Thrust on Class Room Teaching

Regional Councils & Chapters across India have uniformly commenced fresh batches of classes during the Student Month on 8th July 2019. Faculty Induction Programmes were also organised during the Student Month to enhance the quality of coaching imparted to the students. The snapshots of Commencement of Classes uniformly across India have been uploaded at the following link.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Activation%20of%20class%20room%20teaching_8072019.pdf

Webcast

A Webcast was organised during the Student Month on Union Budget – Indirect Taxation.

Webcasts are the best mode for interacting with the students. Students should make it a point to join all the webcasts organised by the Institute from time to time as these are intended to develop their general skills and knowledge in the core subject areas. The snapshots of the webcast conducted have been uploaded at the link given below.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Webinar%20on%20Union%20Budget%202019-20%20for%20CS%20students.pdf

Orientation Programmes, Guidance Sessions

Apart from Orientation Programmes for students undergoing training, Corporate Houses were invited to guide the students in some of the offices of the Institute. The details are available at the following link.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Launch%20of%20special%20initiatives%20for%20students%20like%20Mock%20tests.%20Crash%20Course.%20Revision%20classes.%20Special%20classes%20for%20non-commerce%20students%20,%20Classes%20of%20specific%20subjects%20C2%A0.pdf

Reaching out to Parents

In order to ensure the participation of Parents, meetings of Parents and Students have been organised during the Student Month. Since the students are joining the CS Course at such a young age, the Institute recognises contribution of parents in supporting them during the course of their career. The Parents also get to know more about the Institute and the profession of Company Secretaries by attending such sessions. Snaps shots are available at the following link.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Parent%20teachers%20meet%20%E2%80%93%2015th%20July%202019.pdf

Communication /Soft Skills for Students

Training programmes on enabling Communication / Soft Skills and Motivational Talks have been organised for the benefit of students. Students should acquire such skills which shall contribute in sharpening their skills as a professional. Please visit the following link for details.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Communication%20Skills.pdf

Samadhan Divas

and every office of ICSI and Call Centre ensured zero pendency of complaints. The Institute values the concerns of the stakeholders and it has always been trying to improve upon the quality of services being provided to the students. This event was celebrated on 19th July, 2019. The details are available at the link given below.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/SAMADHAN%20DIWAS.pdf

Kargil Vijay Divas

To pay tribute to the martyrs who laid their lives for the country, an essay writing competition on the theme “ Due Diligence in armed forces” was organised to remember the soldiers who have given remarkable contribution for the country. A meeting was also held with Indian Army representatives on “Kargil Vijay Diwas” to pay homage to the Martyrs and their family through “Shaheed ki Beti” initiative of The Institute of Company Secretaries of India.

The details are available at the link given below.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Kargil%20Victory%20day.pdf

Swatch Bharat Mission

Cleanliness drives were organised in the Regional / Chapter Offices of the Institute as part of the ‘Swatch Bharat Abhiyan project of Government of India. We are responsible country support the noble initiative of the Government of India

The details are available at the link given below.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Swachh%20Bharat%20Abhiyan.pdf

Online Quiz for Students

Institute also organised online quiz for students during the student month on daily basis in which thousands of students participated. This not only shows the competitive spirit of the students but also shows their interest in various activities and initiatives taken by the Institute.

The details are available at the link given below.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Quiz%20Contests%20for%20Students%20on%2004th%20July%202019.pdf

Felicitation of Rank Holders for December 2018 Examination.

The Institute, its Regional Offices and Chapters organised felicitation programme for the students of Foundation, Executive and Professional Programme, who were rank holders in their respective examination.

online quiz for students during the student month on daily basis in which thousands of students participated. This not only shows the competitive spirit of the students but also shows their interest in various activities and initiatives taken by the Institute

World Population Day (Debate Competition)

Institute, its Regional Offices and chapters organised programme on world population day on 11th July 2019. Debate competition were organized for Foundation and Executive Programme students separately. The details are available at the link given below.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/World%20%20Population%20Day.pdf

Power point Presentation – (Jurisprudence, Interpretation & General laws)

ICSI Regional Offices and Chapters organised programme on power point presentation on Jurisprudence, Interpretation and General laws among the students to know the knowledge on the above topic. The details are available at the link given below.

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Power%20Point%20Competition%20_22072019.pdf

Registration Day – Installation of Registration Desk

ICSI Regional Offices and Chapters have installed registration desk with Laptop / Computer with internet connectivity and facilitating students in registration. Each ICSI Regional Offices and chapters has to ensure at least 2 registration on Registration Day i.e. 26th July, 2019. The snapshots for registration day are available at the link given below:

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/eventsimages/Registration%20day%20PDF.pdf

Videobytes of All India Rank holders

Videobytes of All India Rankholders of Class Room Teaching centres of ICSI are compiled and sorted out at Regional / Chapter Offices. The best two videobytes are to be sent to HQ(Toppers of the last two sessions). The link for the Videobytes given below:

https://www.icsi.in/student/Portals/0/StudentMonth_July2019/index.html#

HURRY UP!!

Join Classes at the Regional/Chapter Offices and Study Centres of The Institute Of Company Secretaries Of India

TO GET BEST RESULTS IN THE CS EXAMINATION AND TO LEARN NEW EDUCATIONAL TECHNIQUES, JOIN CLASS ROOM TEACHING CENTRES OF THE INSTITUTE OF COMPANY SECRETARIES OF INDIA.

To join Classes, please go through the contact details of Regional/ Chapter Offices of the Institute of Company Secretaries of India at the following Link:
<https://www.icsi.edu/student/class-room-teaching/>

To join Classes, please go through the contact details of Study Centres of the Institute of Company Secretaries of India at the following Link:-
https://www.icsi.edu/media/webmodules/Study_Centre.pdf

BENEFITS OF CLASS ROOM TEACHING CENTRES OF ICSI

- Small batches for deeper conceptual clarity
- Special attention for non-commerce students
- Continuous revisions & tests
- Exam result & career oriented
- Best Infrastructure
- Optimal fee
- Library facility with latest books
- Distinguished Faculties and a blend of academicians from premium institutions, Professions and Industry experts
- Periodic Class Tests for evaluation
- Learning through practical approach
- Demo lectures, Mock Tests, Crash Courses
- Special programme/special guest lectures
- 100% coverage of syllabus
- Scope to learn soft skills and leadership skills
- The Study Centres of the institute offer optimum support to the students via the Class Room Teaching Centres for the preparation of the main Examination.



**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)

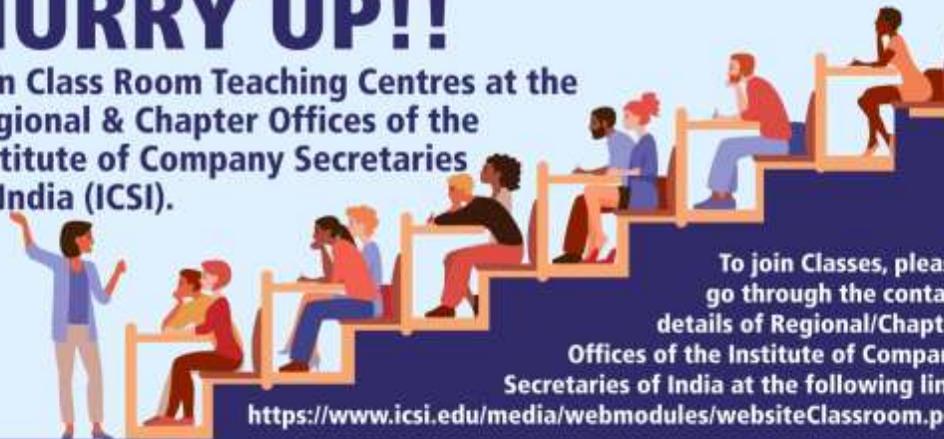
**For Class room Teaching Students of Regional /Chapter Offices Pre-Examination Test is Exempted
(Subject to the Condition)**

**For detailed information Please visit the Link: <https://www.icsi.edu/student/class-room-teaching/>
or Submit your query if any at <http://support.icsi.edu>.**



HURRY UP!!

Join Class Room Teaching Centres at the Regional & Chapter Offices of the Institute of Company Secretaries of India (ICSI).



To join Classes, please go through the contact details of Regional/Chapter Offices of the Institute of Company Secretaries of India at the following link:

<https://www.icsi.edu/media/webmodules/websiteClassroom.pdf>

BENEFITS OF STUDENTS OPTING FOR CLASS ROOM TEACHING CENTRES OF THE ICSI

- Small batches for deeper conceptual clarity
- Special attention for non-commerce students
- Continuous revisions & tests
- Exam result & career oriented
- Best Infrastructure
- Optimal fee
- Library facility with latest books
- Distinguished Faculties and a blend of academicians from premier institutions, Professions and industry experts
- Periodic Class Tests for evaluation
- Parents teachers meet at regular intervals
- Faculty Development Programmes.
- Learning through practical approach
- Exemption from Pre-exam test subject to the clearance of respective subject/Module.
- Demo lectures, Mock Tests, Crash Courses
- Special programme/special guest lectures
- 100% coverage of syllabus
- Assistance in placement
- Scope to learn soft skills and leadership skills
- Class Room teaching centres of the Institute extend support to the students in preparation of the main examination. complete Pre-Exam test either through offline mode I.E Class Room Teaching or through online module.

The Standard procedure for joining the Class Room Teaching Centres at the Regional/ Chapter Offices is as under:-

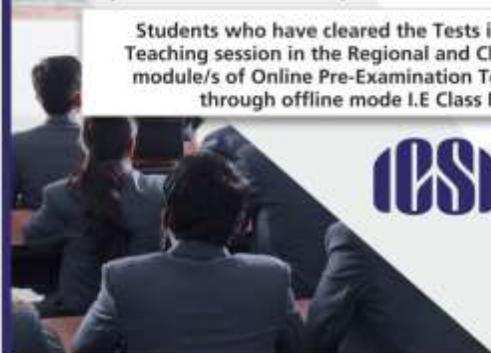
Step-1: Contact the nearest Regional/Chapter office of the Institute from the list given at the link <https://www.icsi.edu/media/webmodules/websiteClassroom.pdf>

Step-2: Ascertain the Date of Commencement of Class and the timings of the classes

Step-3: Enquire about the availability Demo Classes and if available attend the same as per the schedule. Remit the applicable fees at the Regional/Chapter office

Step-4: Attend the Classes as per the schedule and appear in the CS Main Examinations.

Students who have cleared the Tests in specific module/s after undergoing Class Room Teaching session in the Regional and Chapter Offices shall be exempted from the specific module/s of Online Pre-Examination Test. Student has to complete Pre-Exam test either through offline mode I.E Class Room Teaching or through online module.



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IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)

For detailed information Please visit the Link: <https://www.icsi.edu/student/class-room-teaching/>
or Submit your query if any at <http://support.icsi.edu>.

Examination

1. DECLARATION OF JUNE, 2019 EXAMINATION RESULTS

The results of Professional Programme (Old & New Syllabus) and Executive Programme (Old & New Syllabus) examinations held in June, 2019 are tentatively to be declared in the month of August, 2019. The date of declaration of the result would be announced on the website of the Institute: www.icsi.edu. The results along with individual candidate's subject-wise break-up of marks would be made available on Institute's website after the declaration of results.

2. ISSUING OF MARKS-SHEETS OF JUNE, 2019 EXAMINATION

According to the decision taken by the Institute, the dispatch of Result-cum-Marks Statements for Executive Programme Examination in physical form has been discontinued. Instead formal E-Result-cum-Marks Statements for Executive Programme Examination June, 2019 would be uploaded on the website : www.icsi.edu for downloading by the students for their reference, use and records. However, the Result-cum-Marks-Statements of Professional Programme would continue to be issued in physical form.

3. CONDUCT OF CS EXAMINATIONS -DECEMBER, 2019

The next examination for Executive Programme (Old/New Syllabus) and Professional Programme (Old/New Syllabus) scheduled in December, 2019 will be held from 20th December, 2019 to 30th December, 2019 as per the Examination Time-Table (published elsewhere in this bulletin) at 128 examination centres, viz., 1. Agra, 2. Ahmedabad, 3. Ahmednagar, 4. Ajmer, 5. Akola, 6. Aligarh, 7. Allahabad, 8. Alwar, 9. Amravati, 10. Amritsar, 11. Ambala, 12. Aurangabad, 13. Bangalore, 14. Bareilly, 15. Beawar, 16. Belgaum, 17. Bhayander, 18. Bhilai, 19. Bhilwara, 20. Bhopal, 21. Bhubaneswar, 22. Bikaner, 23. Bilaspur, 24. Calicut, 25. Chandigarh, 26. Chennai, 27. Chittorgarh, 28. Coimbatore, 29. Dehradun, 30. Delhi (East), 31. Delhi (North), 32. Delhi (South), 33. Delhi (West), 34. Dhanbad, 35. Ernakulam, 36. Faridabad, 37. Gandhidham, 38. Gandhinagar, 39. Ghaziabad, 40. Gorakhpur, 41. Guntur-Amaravati, 42. Gurgaon, 43. Guwahati, 44. Gwalior, 45. Hisar, 46. Hooghly, 47. Howrah, 48. Hubli-Dharwad, 49. Hyderabad, 50. Imphal, 51. Indore, 52. Jabalpur, 53. Jalgaon, 54. Jamnagar, 55. Jaipur, 56. Jalandhar, 57. Jammu, 58. Jamshedpur, 59. Jhansi, 60. Jhunjhunu, 61. Jodhpur, 62. Kanpur, 63. Kolhapur, 64. Kolkata (North), 65. Kolkata (South), 66. Kota, 67. Kottayam, 68. Lucknow, 69. Ludhiana, 70. Madurai, 71. Mangalore, 72. Meerut, 73. Moradabad, 74. Mumbai Zone-I, 75. Mumbai Zone-II, 76. Mumbai Zone-III, 77. Mumbai Zone-IV, 78. Mumbai Zone-V, 79. Mumbai Zone-VI, 80. Muzaffarnagar, 81. Mysore, 82. Nagpur, 83. Nashik, 84. Navi Mumbai, 85. Noida, 86. Palakkad, 87. Pali, 88. Panaji, 89. Panipat, 90. Patiala, 91. Patna, 92. Pimpri-Chinchwad, 93. Puducherry, 94. Pune Zone-I, 95. Pune Zone-II, 96. Pune Zone-III, 97. Pune Zone-IV, 98. Raipur, 99. Rajkot, 100. Ranchi, 101. Rewari, 102. Rourkela, 103. Sagar, 104. Salem, 105. Sambalpur, 106. Satara, 107. Shimla, 108. Sikar, 109. Siliguri, 110. Solapur, 111. Sonapat, 112. Srinagar, 113. Surat, 114. Thane Zone-I, 115. Thane Zone-II, 116. Thane Zone-III, 117. Thiruvananthapuram, 118. Thrissur, 119. Tiruchirapalli, 120. Udaipur, 121. Ujjain, 122. Vadodara, 123. Vapi, 124. Varanasi, 125. Vijayawada, 126. Visakhapatnam, 127. Yamuna Nagar and 128. *Overseas Centre — Dubai.*

NOTES: 1. Imphal (Manipur), Amritsar (Punjab), Patiala (Punjab), Rewari (Haryana), Gandhidham (Gujarat) and Vapi (Gujarat) are on Experimental Basis.

2. The Institute reserves the right to withdraw any centre at any stage without assigning any reason.

3. Please note that no request for change of examination venue will be entertained in respect of a particular city, where multiple examination venues exist.

4. TIME-TABLE FOR DECEMBER, 2019 EXAMINATIONS

 THE INSTITUTE OF Company Secretaries of India भारतीय कम्पनी सचिव संस्थान <small>IN PURSUIT OF PROFESSIONAL EXCELLENCE</small> <small>Statutory body under an Act of Parliament</small>						
COMPANY SECRETARIES EXAMINATIONS, DECEMBER, 2019						
TIME-TABLE						
EXAMINATION TIMING : 2:00 P.M. TO 5:00 P.M.						
Day	Executive Programme (Old Syllabus)	Executive Programme (New Syllabus)	Professional Programme (Old Syllabus)	Professional Programme (New Syllabus)		
20.12.2019 Friday	Cost and Management Accounting (Module-I) (OMR Based)	Jurisprudence, Interpretation and General Laws (Module-I)	Advanced Company Law and Practice (Module - I)	Governance, Risk Management, Compliances and Ethics (Module - I)		
21.12.2019 Saturday	Industrial, Labour and General Laws (Module-II) (OMR Based)	Securities Laws and Capital Markets (Module-II)	Information Technology and Systems Audit (Module - II)	Secretarial Audit, Compliance Management and Due Diligence (Module - II)		
22.12.2019 Sunday	NO EXAMINATION	NO EXAMINATION	NO EXAMINATION	NO EXAMINATION		
23.12.2019 Monday	Tax Laws and Practice (Module-I) (OMR Based)	Company Law (Module-I)	Advanced Tax Laws and Practice (Module - III)	Corporate Funding and Listing in Stock Exchanges (Module - III)		
24.12.2019 Tuesday	Company Accounts and Auditing Practices (Module-II)	Economic, Business and Commercial Laws (Module-II)	Secretarial Audit, Compliance Management and Due Diligence (Module - I)	Advanced Tax Laws (Module - I)		
25.12.2019 Wednesday	NO EXAMINATION	NO EXAMINATION	NO EXAMINATION	NO EXAMINATION		
26.12.2019 Thursday	Company Law (Module-I)	Setting up of Business Entities and Closure (Module-I)	Financial, Treasury and Forex Management (Module - II)	Corporate Restructuring, Insolvency, Liquidation and Winding - up (Module - II)		
27.12.2019 Friday	Capital Markets and Securities Laws (Module-II)	Corporate and Management Accounting (Module-II) (OMR Based)	Drafting, Appearances and Pleadings (Module - III)	Multidisciplinary Case Studies (Module - III) [Open Book Exam.]		
28.12.2019 Saturday	Economic and Commercial Laws (Module-I)	Tax Laws (Module-I) (OMR Based)	Corporate Restructuring, Valuation and Insolvency (Module - I)	Drafting, Pleadings and Appearances (Module - I)		
29.12.2019 Sunday	NO EXAMINATION	Financial and Strategic Management (Module-II) (OMR Based)	Ethics, Governance and Sustainability (Module - II)	Resolution of Corporate Disputes, Non- Compliances and Remedies (Module - II)		
30.12.2019 Monday	NO EXAMINATION	NO EXAMINATION	Elective 1 out of below 5 subjects (Module - III) [Open Book Exam.]			
			(i)	Banking Law and Practice	(i)	Banking - Law and Practice
			(ii)	Capital, Commodity and Money Market	(ii)	Insurance - Law and Practice
			(iii)	Insurance Law and Practice	(iii)	Intellectual Property Rights - Laws and Practices
			(iv)	Intellectual Property Rights - Law and Practice	(iv)	Forensic Audit
			(v)	International Business-Laws and Practices	(v)	Direct Tax Law and Practice
					(vi)	Labour Laws and Practice
					(vii)	Valuations and Business Modelling
(viii)	Insolvency - Law and Practice					

5. GRANT OF FACILITY OF WRITER'S HELP/EXTRA TIME TO PHYSICALLY DISABLED CANDIDATES IN CS DECEMBER, 2019 EXAMINATIONS

Any physically disabled/challenged candidate having a minimum of 40% physical disability or deformity of permanent nature and who wishes to seek writer's help and/or extra time for the purpose of appearing in Company Secretaries Examination is requested to submit a separate application in the prescribed format as specified below in addition to submitting his/her online enrolment application for appearing in the examination together with the attested photocopies of following documents and with full size photograph showing the disability:

- (i) Disability Certificate issued by the Medical Board/doctor of not below the rank of Civil Surgeon/Medical Superintendent of a Central or State Govt. Hospital /Medical College, certifying the nature (permanent or temporary) and percentage of disability and its duration affecting his/her ability and/or the normal physical functions; and
- (ii) Letter of Permission issued to him/her by Sr. Secondary Board/University and/or any other professional/educational examining body, such as — UPSC, SSC, State Public Service Commission, The Institute of Chartered Accountants of India, The Institute of Cost Accountants of India, etc., granting him/her such assistance for appearing or writing the examinations.

Physically disabled candidates who had been granted facility of writer's help/extra time in the previous CS examination(s) and wish to avail of such concession or assistance for writing the ensuing examination are required to apply again for each session of examination giving reference of communication allowing such facility granted in the past. In such cases, candidates are not required to submit the attested copies of above stated documents and full size photographs.

It is clarified that in case of disablement of temporary nature and injuries like, fracture in the arm, forearm or dislocation of a shoulder, elbow, wrist or any other illness, etc., the candidates are not eligible to seek any concession or assistance of writer and/or extra time.

The duly filled in application on the prescribed form along with the supporting documents, if any, should be sent to the Institute at the address given below at least 45 days in advance from the date of commencement of examination:

The Joint Secretary
Directorate of Examinations
The Institute of Company Secretaries of India
'ICSI HOUSE', C-37, Sector 62, Institutional Area,
NOIDA – 201 309 (U.P.)

Communication regarding grant of writer's help and/or extra time for writing the examinations is normally sent to the respective candidates 8-10 days before the commencement of each examination after the issue of Admit Cards/Roll Number.

For quick disposal, the application for grant of writer's help and/or extra time should not be clubbed with any other query or correspondence.

The prescribed application form for availing the facility of writer's help and/or grant of extra time can be downloaded from the website of the Institute: www.icsi.edu at the URL given below:

https://www.icsi.edu/webmodules/Scribe_form.pdf

6. ANNOUNCEMENTS

I) ATTENTION TO THE EXAMINEES APPEARING IN EXECUTIVE PROGRAMME EXAMINATION UNDER NEW SYLLABUS (SYLLABUS - 2017)

Candidates are requested to take note of the following in respect of their examination:

1. Schedule of Examination

The next examination for the Executive Programme under the New Syllabus (Syllabus – 2017) shall be held from 20th December to 30th December, 2019 for the following papers:

Module - I

1. Jurisprudence, Interpretation and General Laws
2. Company Law
3. Setting up of Business Entities and Closure
4. Tax Laws

Module - II

5. Corporate and Management Accounting
6. Securities Laws and Capital Markets
7. Economic, Business and Commercial Laws
8. Financial and Strategic Management.

Examination Time - Table has been published in the Student Company Secretary e-bulletin and also hosted on the website of the Institute.

2. Mode of Examination

Hitherto, the Institute has been conducting descriptive mode of examination for all subjects/papers of Executive Programme (New Syllabus - 2017). However, the Council of the Institute decided to conduct OMR based examination for the following three subjects of the CS Executive Programme (New Syllabus – 2017) with effect from December, 2019 session of examination:

<i>Sr. No.</i>	<i>Subjects</i>	<i>Module</i>
1.	Tax Laws	I
2.	Corporate and Management Accounting	II
3.	Financial and Strategic Management	II

However, in the following remaining five subjects of Executive Programme (New Syllabus - 2017), candidates would continue to be examined through descriptive examination:

Sr. No.	Executive Programme (New Syllabus -2017)	Module
1.	Jurisprudence, Interpretation and General Laws	I
2.	Company Law	I
3.	Setting up of Business Entities and Closure	I
4.	Securities Laws and Capital Markets	II
5.	Economic, Business and Commercial Laws	II

3. Structure of Question Papers

In OMR based examination, each paper shall be of three hours duration having 100 Multiple Choice Questions (MCQs) of one mark each with four answer options out of which the candidates shall be required to choose one correct answer option in the prescribed manner. However, the Question papers for the subjects where the examination is in descriptive mode shall contain both theoretical and practical questions as per the nature of the subjects.

4. Availability of Question paper printed in Hindi Medium

Candidates should write their examination either in English or Hindi language as per their option of medium for writing the examination. Question papers of the following subjects of Module II shall be made available in Hindi medium along with English version for those candidates who have opted for writing their examination in Hindi medium:

1. Securities Laws and Capital Markets
2. Economic, Business and Commercial Laws.

However, question papers/question paper booklets of the following subjects shall be provided to all candidates in English language only:

Sr. No.	Executive Programme (New Syllabus -2017)	Module
1.	Jurisprudence, Interpretation and General Laws	I
2.	Company Law	I
3.	Setting up of Business Entities and Closure	I
4.	Tax Laws	I
5.	Corporate and Management Accounting	II
6.	Financial and Strategic Management	II

Candidates who have enrolled with the option to write the examination in Hindi medium should write their answers in Hindi language only.

**II) OMR BASED EXAMINATION IN THREE SUBJECT OF CS EXECUTIVE PROGRAMME
(OLD SYLLABUS – 2012 AND NEW SYLLABUS—2017)**

1. The Institute has been conducting OMR based Examination in the following three subjects of the CS Executive Programme (Old Syllabus – 2012) with effect from December, 2014 session of Examination:

Sr. No.	Subjects	Module
1.	Cost and Management Accounting	I
2.	Tax Laws and Practice	I
3.	Industrial, Labour and General Laws	II

2. Hitherto, the Institute has been conducting descriptive mode of examination for all subjects/papers of Executive Programme (New Syllabus - 2017). However, the Council of the Institute has decided to conduct OMR based examination for the following three subjects of the CS Executive Programme (New Syllabus – 2017) with effect from December, 2019 session of examination:

Sr. No.	Subjects	Module
1.	Tax Laws	I
2.	Corporate and Management Accounting	II
3.	Financial and Strategic Management	II

3. In the above subjects, candidates' knowledge, competency and proficiency would be examined through objective type Multiple Choice Questions (MCQs) under OMR mode of examination. However, in the following remaining four subjects of Executive Programme, (Old Syllabus - 2012) and five subjects of Executive Programme (New Syllabus - 2017), candidates would continue to be examined through descriptive mode of examination:

Sr. No.	Executive Programme (Old Syllabus -2012)	Executive Programme (New Syllabus -2017)
1.	Company Law	Jurisprudence, Interpretation and General Laws
2.	Economic and Commercial Laws	Company Law
3.	Company Accounts and Auditing Practices	Setting up of Business Entities and Closure
4.	Capital Markets and Securities Laws	Securities Laws and Capital Markets
5.		Economic, Business and Commercial Laws

4. In OMR based examination, each paper shall be of three hours duration having 100 Multiple Choice Questions (MCQs) of one mark each. The questions shall be of average, above average and difficult level covering the entire syllabus. In case, the syllabus of any paper is divided into different Parts, i.e., Part - A, Part - B, etc., requisite number of questions shall be asked from the respective Part corresponding to the weightage of marks as prescribed in the syllabus.
5. Each question shall contain four answer options and the candidate shall be required to select one option as his/her correct answer and mark in the OMR answer sheet by darkening the respective circle with blue/black ball point pen.
6. Negative marks shall be applied for wrong answers attempted by the candidates in the ratio of 1: 4, i.e. deduction of one (1) mark for every four (4) wrong answers or proportion thereof, i.e., 0.25 mark for each wrong answer and total marks obtained by the candidates in such papers would be rounded up to next whole number. Further, the negative marks per paper would be limited to the extent of marks secured for correct answers so that no candidate shall secure less than zero mark in the above subjects.
7. Question paper booklets for the OMR based examination in respect of the following subjects/papers shall be provided in English language only :

Sr. No.	Executive Programme (Old Syllabus -2012)	Executive Programme (New Syllabus -2017)
1.	Cost and Management Accounting	Tax Laws
2.	Tax Laws and Practice	Corporate and Management Accounting
3.		Financial and Strategic Management

However, candidates of Module II of Executive Programme (Old Syllabus – 2012) who opt for writing the examination in Hindi medium shall be provided question paper booklet of Industrial, Labour and General Laws (Module-II) paper in English along with its Hindi version. However, OMR Answer sheets for all the subjects would be provided in English language only.

8. Previous sessions question papers of OMR based examination in the respect of the three subjects of Executive Programme (Old Syllabus) are available on the website of the Institute for the reference of the students. Detailed instructions for appearing in OMR based examination would be hosted on the website of the Institute as well as published in the Student Company Secretary e-journal and provided along with the e-Admit Card of the candidates.

III) NEW EXAMINATION CENTRES

ATTENTION STUDENTS!
NEW EXAMINATION CENTRES
FOR CS EXAMINATION-DECEMBER, 2019

The Institute is pleased to announce opening of new Examination Centres at following cities on an experimental basis w.e.f. December, 2019 examination onwards:

S.No.	City & State	Centre Code
1.	Imphal (Manipur)	116
2.	Amritsar (Punjab)	249
3.	Patiala (Punjab)	242
4.	Rewari (Haryana)	250
5.	Gandhidham (Gujarat)	470
6.	Vapi (Gujarat)	471
7.	Port Blair(Andaman & Nicobar)*	324

*Exam Centre for Foundation Programme only

Accordingly, candidates can opt for new examination centre at the aforesaid city (ies) while enrolling for December, 2019 examination.

JOINT SECRETARY
DIRECTORATE OF EXAMINATIONS

Attention Students !!**CORPORATE COMPLIANCE EXECUTIVE CERTIFICATE FOR STUDENTS**

The Institute launched the 'Corporate Compliance Executive Certificate' in terms of Chapter IVA (Regulation 28A & 28B) of the Company Secretaries Regulations, 1982 on 4th October, 2013.

ELIGIBILITY FOR AWARD OF CORPORATE COMPLIANCE EXECUTIVE CERTIFICATE

A person who –

- is currently registered as a student of the Company Secretaryship course of the Institute;
- has completed at least one group of the Intermediate/Executive Programme Examination of the Company Secretaryship Course, and
- has completed a training of Six months under Regulation 28A of the Company Secretaries Regulations, 1982, which may include skill oriented practical/class room training for two weeks.

PROCEDURE

An eligible student may apply for award of Corporate Compliance Executive Certificate by submitting an application in specified format (available on the website of the Institute www.icsi.edu), after making payment of a fee of Rs. 2000 (two thousand only), either in cash (at counters of the Institute across the county) or by way of Demand Draft in favour of 'The Institute of Company Secretaries of India' payable at New Delhi.

STATUS OF HOLDER OF CORPORATE COMPLIANCE EXECUTIVE CERTIFICATE

- The student who is awarded **Corporate Compliance Executive Certificate** of the Institute shall be entitled to use the descriptive letters "Corporate Compliance Executive".
- The grant of Certificate of **Corporate Compliance Executive Certificate** shall not confer on the Corporate Compliance Executive the rights of a member, nor entitle him to claim membership of the Institute.

VALIDITY OF CERTIFICATE

- The Corporate Compliance Executive certificate is valid for a period of three years (financial years) and is renewable on completion of four Programme Credit Hours (PCH) and payment of requisite fee as the Council may determine from time to time.

OTHER DETAILS

- The student shall have to complete the course of Corporate Compliance Executive Certificate including the training requirements within the registration period.
- The student having awarded the Corporate Compliance Executive Certificate may continue to pursue the regular Company Secretaryship course if he so desires.
- Except to the extent provided in this Chapter IVA (Regulations 28A & 28B) of the Company Secretaries Regulations, 1982 or as decided by the Council from time to time, regulations in Chapter IV and VI relating to 'Registered Students' and 'Examinations' shall mutatis-mutandis apply to the 'Corporate Compliance Executive Certificate Course'.
- A student after having awarded the Corporate Compliance Executive Certificate shall secure four Programme Credit Hours (PCH) for renewal of Corporate Compliance Executive Certificate.
- There shall be no exemption from training.

**Brochure and application form are available at CCEC section on website of the Institute www.icsi.edu.
For queries please write at ccec@icsi.edu or contact on phone number 0120-4082135.**

Attention Students !!

LICENTIATE - ICSI

Regulation 29 & 30 under Chapter-V of the Company Secretaries Regulations, 1982 provides for Licentiate ICSI.

ELIGIBILITY FOR AWARD OF LICENTIATE ICSI

A person who –

- has completed the Final examination or Professional Programme examination conducted by the Institute may, within six months from the date of declaration of results in which he has passed the Final examination or Professional Programme examination can apply for enrollment as a licentiate
- the Council, however, may condone the delay in applying for licentiateship by any person for reasons to be recorded in writing.

PROCEDURE

An eligible student may apply for enrollment as Licentiate ICSI by submitting an application in prescribed form ST-8 alongwith annual subscription of Rs. 1000/- in cash (at counters of the Institute across the country) or by way of Demand Draft in favour of 'The Institute of Company Secretaries of India' payable at New Delhi along with copies of date of birth, professional programme pass certificate and graduation certificate/foundation pass certificate duly attested by any member of the Council/Regional Council/Satellite Chapter of the Institute or any Officer of the Institute.

STATUS OF LICENTIATES

- The person enrolled as a Licentiate of the Institute shall be entitled to use the descriptive letters "Licentiate ICSI" to indicate that he has qualified in the Final examination or Professional Programme examination of the Institute.
- The grant of licentiateship shall not confer on such licentiate any rights of a member nor entitle him to claim any form of membership of the Institute or its Regional Council or Chapter, as the case may be.
- The licentiate may be permitted to borrow books from the library of the Institute, Regional Council or Chapter or participate in the activities of the Institute, its Regional Council or Chapter as the case may be, subject to such conditions as may be imposed by the Council, Regional Council or Chapter, as the case may be.

VALIDITY OF CERTIFICATE

- A licentiate shall not ordinarily be eligible to renew his enrolment for more than five years after passing the Final Examination or Professional Programme examination.

OTHER DETAILS

- The Licentiate will be provided Chartered Secretary Journal of the Institute free of cost.
- The student enrolled as a Licentiate ICSI may apply for ACS Membership on attaining the eligibility for ACS by surrendering his Licentiateship.
- A Licentiate may apply in the prescribed form for exemption from training requirements (except MSOP) along with the requisite documents of work experience. eMSOP can be undergone through online mode by the eligible candidates for acquiring ACS Membership.
- The annual licentiate subscription becomes due and payable on the first date of April every year and non-payment of annual subscription on or before the thirtieth of June of a year shall disentitle the person to use the descriptive letters "Licentiate ICSI" from 1st July of that year, until his annual subscription for the year is received by the Institute.
- The name of the person so disentitled shall be published in the Journal.

For queries, please write at licentiate@icsi.edu or contact on phone number 0120-4082136.

News from Region

EIRC



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

EASTERN
INDIA
REGIONAL
COUNCIL

ORAL TUITION CLASSES FOR JUNE, 2020 EXAMS
FOUNDATION, EXECUTIVE AND PROFESSIONAL PROGRAMME

Foundation Programme		
Fee: ₹ 5,000/-		
Executive Programme		
Module I Fee: ₹ 8,000/-	Module II Fee: ₹ 8,000/-	Both Module Fee: ₹ 15,000/-
Professional Programme		
Module I Fee: ₹ 8,000/-	Module II Fee: ₹ 8,000/-	Both Module Fee: ₹ 15,000/-

Free Library Facility



Batches will commence from November, 2019
Registrations will start from October, 2019

- ❖ Students having annual family income of less than ₹ 2, 50,000/- may get sponsorship. (subject to approval from respective external organization)
- ❖ 10% discount on executive fee for students who cleared foundation exam with 60%.

- Excellent Classroom teaching by Experienced Faculties;
- Facility of LCD Projectors in Class rooms;
- Guidance talk by Visiting / Guest Faculties;
- Periodic Class Tests for evaluation;
- Tips and Guidance by Experts for Preparation of CS Examinations;
- Parent Teacher Meet at regular intervals and Sharing of Progress of the Students;
- All classes will be at ICSI-EIRC House hence students will be in touch with the Institute and well aware of the developments regarding training programme

Pre- Examination Test
fee is exempted for
OTS Students

For further details, please contact
CS Suruchi Verma; Mr. S Sreejesh, Assistant Director; Ms. Rukmini Nag
ICSI- EIRC HOUSE 3A, Ahiripukur 1st Lane, Kolkata- 700019
Email: cs.suruchi.verma@gmail.com; rukmani.nag@icsi.edu; s.sreejesh@icsi.edu
Ph: (033) 22902178/22901065

ICSI Vision
"To be a global leader in promoting good corporate governance"

ICSI Motto
सत्यं वर। धर्मं चर।
speak the truth; abide by the law

ICSI Mission
"In developing high calibre professionals facilitating good corporate governance"

SCHOLARSHIP SCHEME

ICSI-EIRC is pleased to announce Scholarship Scheme for pursuing Company Secretary Course with the support of few Private Charitable Foundation / Trust. The Students who are in need of financial help to pursue CS course may contact Regional Director at the following address for information in detail.

DVNS Sarma
Regional Director
ICSI-EIRC House,
3A, Ahiripukur 1st Lane,
Kolkata – 700 019
Ph: 033- 22901065/ 22902178
Mail:eiro@icsi.edu

Attention Students

Refund of fees received from students who have not attended SIP/EDP

1. Those students who have registered with EIRC but not attended SIP/EDP are requested to submit an application for the refund of SIP/EDP fee along with original SIP/ EDP acknowledgement receipt at ICSI-EIRC, House, 3A, Ahiripukur, 1st Lane, Kolkata-700019.
2. Outstation students who are unable to come personally to collect the refund, may opt for electronic transfer to their bank account after sending the duly filled-up undertaking form duly signed by them.

For further details contact

Ms. Rukmani Nag, Executive Assistant, ICSI-EIRO

ICSI-EIRC House, 3A, Ahiripukur 1st Lane, Kolkata – 700 019, Visit : <https://www.icsi.edu/eiro/home.aspx>
Ph: 033- 2283 2973 /2290 2178 / 2290 2179 or Email: rukmani.nag@icsi.edu



**THE INSTITUTE OF
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भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

EASTERN
INDIA
REGIONAL
COUNCIL

ICSI-EIRC LIBRARY

Dear Students & Members,

Keeping in view for the benefit of Students & Members the EIRC of ICSI is promoting the revamped Library at ICSI-EIRC, House. The EIRC library is equipped with English and Hindi News Papers, Latest Books, Reference Materials & Subscriptions of Leading Journals. You all are requested to please come forward with the suggestions for new inclusions.

Library facilities is open from 10:30am to 6:30pm on working days

Books Available

- Chartered Secretary
- ICSI Publications
- ICSI Study Materials
- Books on Case Laws
- Bear acts
- Taxation
- Reference

**E-Library Facility
Available**

Step to get register for library

- ❖ Fill the application form
- ❖ Student/Member Identity Card
- ❖ 2 Passport size photograph
- ❖ Annual Fee Rs. 200/- only.
- ❖ Security Amount Rs. 500/- for Students Rs. 2500/- for Members

Library registration is open for students & members

For further details and registration, please contact:

Ms. Rukmani Nag, ICSI-EIRC Library

Phone: 033-2290 1065 / 2290 2178.

or mail at rukmani.nag@icsi.edu

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ICSI Mission

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Attention ICSI-EIRC Library Member

Refund of Security Deposit Amount for Library Membership

Those students who have taken Membership of ICSI-EIRC Library before 1st April, 2010 and have not renewed / are not continuing the same as on date should claim for refund of their Security Deposit Money for Library Membership. An application addressed to the Regional Director (E) has to be submitted for the refund of security deposit along with the original acknowledgement receipt and the Library Cards at ICSI-EIRC, House, 3A, Ahiripukur, 1st Lane, Kolkata-700019 within 31st December 2018. The unclaimed amount after 31st December 2018 would be forfeited.

For any clarification may please contact
Ms. Rukmani Nag, Executive Assistant, ICSI-EIRO
ICSI-EIRC House, 3A, Ahiripukur 1st Lane, Kolkata - 700 019.
Visit : www.icsi.edu.in / icsi@icsi.edu.in / rukmani@icsi.edu.in
Ph: 033- 2283 2072 / 2290 2178 / 2290 1063 or Email: rukmani@icsi.edu.in

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