# Training Programme for Peer Reviewers

**Day & Date**  
Wednesday – January 13, 2016

**Venue**  
Fortune Murali Park, Member ITC’s hotel group  
40-1-28, Labbipet, M.G Road,  
Vijayawada-520 010

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## Tentative Programme Schedule

<table>
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<th>Time</th>
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| 11:45 am to 12:00 Noon | **Opening Remarks and Welcome**  
  - CS Ahalada Rao V., Council Member, ICSI  
  - CS Sutanu Sinha, Chief Executive & Officiating Secretary |
| 12:00 Noon to 12:45 pm | **Session I**  
  Overview on Peer Review  
  - CS Sudhir Babu C., Member, Peer Review Board, ICSI |
| 12:45 pm to 1:45 pm | **Session II**  
  ICSI Code of Conduct and significance of the same  
  - CS Ashish C. Doshi, Council Member, ICSI |
| 1:45 pm to 2:15 pm | **Session III**  
  Lunch |
| 2:15 pm to 2:45 pm | **Session III**  
  Carrying out actual attestation assignments  
  - Signing of Annual Return pursuant to proviso to sub-section (1) of section 161 of the Companies Act, 1956  
  - Certification and / or Signing of Annual Return under the Companies Act, 2013  
  - CS I Jayaraman, Member, Secretarial Standards Board, ICSI |
| 2:45 pm to 3:30 pm | **Session III**  
  Carrying out actual attestation assignments  
  - Issuance of Secretarial Audit Report in terms of Section 204 of the Companies Act, 2013  
  Compliance Approach & Substantive Approach  
  - CS G Thirupal, Practicing Company Secretary, Bangalore |
| 3:30 pm to 4:15 pm | **Session IV**  
  Carrying out actual attestation assignments  
  - Issuance of Certificate of Securities Transfers in Compliance with the Listing Agreement with Stock Exchanges.  
  - Certification under Clause 49 of the Listing Agreement.  
  CS Sudhir Babu C., Member, Peer Review Board, ICSI |
| 4:15 pm to 5:00 pm | **Session V**  
  Office Administration and Systems in the Office of PCS  
  - CS J Krishanamurthy, Practicing Company Secretary, Bangalore |
| 5:00 pm to 5:30 pm | **Tea Break** |
| 5:30 pm to 6:30 pm | **Interaction with the participants**  
  Distribution of Participation Certificates |
| 7:00 pm onwards | **Dinner** |