



The Institute of Cost Accountants of India

(Statutory body under an Act of Parliament)

ANNOUNCEMENT FOR EMPANELMENT AS OBSERVER AT EXAMINATION CENTRES CONDUCTING THE CAT ONLINE EXAMINATIONS

The Institute of Cost Accountants of India intends to draw a panel for acting as Observer at the examination centres in various cities during **CAT Online Examination** to be held on 5th July, 2014 (Saturday). Examination will be conducted in two sessions - (i) **Morning Session (10 A.M. to 12 P.M.)** and (ii) **Afternoon Session (2 P.M to 4 P.M.)**.

Individuals who are interested to act as Observers at the examination centres are requested to apply **online latest by June 25, 2014.**

CRITERION FOR APPOINTMENT AS OBSERVERS

1. The individual may be a member of The Institute of Cost Accountants of India/ The Institute of Chartered Accountants of India/ The Institute of Company Secretaries of India.
2. Individual from academic background i.e. Lecturer/Assistant Professor /Associate Professor/ Professor with relevant qualifications can also apply.
3. Minimum of Five years post qualification professional/ industry/academic experience is mandatory.
4. The concerned individual should not be associated with coaching to CAT students or Cost Accountancy Students or any other professional courses like CA/CS anywhere in the country in any capacity.
5. The individual must not have any conflict of interest i.e. none of his/her relative or dependants is appearing at the CAT Examination.
6. The individual should not be a student registered with the Institute.
7. The individual should not be associated with any managing committee of any Chapter/Regional Council/Central council of The Institute of Cost Accountants of India.
8. Persons above 70 years are not eligible for empanelment as observers.

NOTE :

- i. Please note that mere inclusion of one's name in the proposed panel will not guarantee that he/she should be given the assignment and Institute reserves the right to give the said assignment to any other person depending on actual requirement.
- ii. Any individual accepting the assignment for acting as an observer in a particular examination centre should attend the said assignment.
- iii. The detailed Guidelines/Instructions will be sent with the appointment letter of the observer.

HONORARIUM PAYABLE

Honorarium of ₹ 400/- **per session** will be paid. In addition a sum of ₹ 400/- will be paid as

conveyance reimbursement for metro cities and 300/- for non metro cities **per day**.

OBSERVER EMPANELMENT FORM

Name in Full *

Complete Residential Address with PIN Code*

Date of Birth* (dd/mm/yyyy)

Permanent Account Number (PAN)*

Phone Number with STD Code (Land Line)

Mobile No.*

Email-Id*

Qualification (Academic)*

Qualification (Professional)

Institute Name (If Member of any Professional Institute)

Membership Number

Post Qualification Experience (Professional / Industry / Academic)

Present Position Hold

City for which you wish to Act as Observer *

I certify that the above details are true to the best of my knowledge and I will abide by the terms & conditions of the Institute for acting as Observer.