

Increase in Fee for Duplicate Certificate of Membership and Certificate of Practice as an Associate or Fellow

Increase in fee for Duplicate Certificate of Membership and Certificate of Practice as an Associate or Fellow – Amendment to the Regulation 184 of the Chartered Accountants Regulations, 1988

This is to inform all concerned that with the issuance of the Notification No.1-CA (7)/145/2012 on August 1, 2012, the fee for Duplicate Certificate of Membership as an Associate or Fellow as well as Certificate of Practice as an Associate or Fellow respectively has been increased to Five Hundred rupees and fee for any other duplicate certificate issued under these regulations has also been increased to Two Hundred Rupees with effect from August 1, 2012.

The said notification is available on the Institute's website www.icaai.org at the link <http://220.227.161.86/27508notification17036.pdf> for information of all concerned.

In case of loss/damage of original script certificate of membership or certificate of practice as an associate or

fellow, members may file **an affidavit** to the concerned Regional office of ICAI in the prescribed format available on the Institute's website www.icaai.org at the link http://220.227.161.86/8604onfo_faidsc.doc along with application for issuance of duplicate certificate and amount of aforesaid fees which is payable by cheque (in the case of local members) and by demand draft, in favour of The Secretary, The Institute of Chartered Accountants of India, New Delhi or the Decentralised office to which the members belongs. It is clarified that an affidavit is not required to be executed if the original mutilated, torn or damaged certificate is returned to ICAI.

Secretary
August 21, 2012

www.icaai.org.in: An Exclusive Website for CA Firms of ICAI



An Initiative of the Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF&SMP), ICAI

- **Creating Firm's Website:** In the website www.icaai.org.in, the Firms may create their websites as per the norms laid down by the Council of the Institute of Chartered Accountants of India. The website provides a platform for the CA Firms to upload their firms' details and gives them an opportunity to reach out to the members and CA firms practicing worldwide.
- **Knowledge Resources:** The website has various downloadable software useful for office management and efficient documentation for the members and firms.
- **Minimum Recommended Scale of Fees:** The website also contains Minimum Recommended Scale of Fees for the Professional Assignments done by the Chartered Accountants,
- **Forum for Consolidation:** The website also acts as a forum for consolidation of the members and CA Firms by providing for consolidation measures like Networking, Merger and Corporate Form of Practice.
- **Quick Insight-2012: CA Profession**
CCBCAF & SMP has already released the publication on Quick Insight 2012 during the Chartered Accountants' Day Celebrations on 1st July, 2012 for the Members of ICAI which is available in the aforesaid website.
- Brings Business and CA Firms together
- Online Directory of CA Firm's Websites
- Manage your site yourself using CMS tools
- Customise the site yourself
- No hassles of Registering Domains, Web space etc.

For any information on the Website, please contact Dr. Sambit Kumar Mishra, Secretary, CCBCAF & SMP, ICAI on e-mail: ccbcaf.query@icaai.org, Phone No. 011-30110497

Study Tour to Hong Kong (13th to 19th January, 2013)

Study Tour to Hong Kong: An Initiative of Committee for Capacity Building of CA Firms and Small and Medium Practitioners (CCBCAF&SMP), ICAI

With a view to acclimatise the members of the Institute about the best practices in the area of Practitioners and to provide opportunity to participate and interact with the renowned experts of Asian Financial Forum, Hong Kong, the Committee For Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF & SMP) of Institute of Chartered Accountants of India (ICAI) is now pleased to announce an International Study Tour to Hong Kong for the members on self financing basis.

Asian Financial Forum is an event that brings together some of the most influential members of the global financial and business community to discuss developments and trends in the dynamic markets of Asia.

Asian Financial Forum is organised by HKTDC. A statutory body established in 1966, the Hong Kong Trade Development Council (HKTDC) is the international marketing arm for Hong Kong-based traders, manufacturers and service providers. After the completion of the learning course sessions in Hong Kong,

the arrangements have been made to visit the financial institutions in Hong Kong. Sightseeing tour has been arranged in Macau & Lantau etc.

Since, the delegation size would be restricted to 30 members; registration for the study tour would be done on first-cum-first-serve basis.

For registration, the interested members may kindly contact:

Dr. Sambit Kumar Mishra

Secretary

Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF & SMP)

The Institute of Chartered Accountants of India, ICAI Bhawan,

Indraprastha Marg,

New Delhi-110002

Email: sambit.mishra@icai.org, ccbcaf.event@icai.org

Telephone No: 011- 30110460



Health Insurance Scheme for Members & Students of ICAI



AN INITIATIVE OF THE COMMITTEE FOR CAPACITY BUILDING OF CA FIRMS AND SMALL & MEDIUM PRACTITIONERS (CCBCAF & SMP), ICAI

The Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF & SMP) of ICAI has arranged Health insurance for members & Students of ICAI from New India Assurance Co. Ltd., Mumbai in the form of specially designed Health insurance Scheme at a reasonable premium. The scheme is already in effect for the Members & Students of the ICAI.

Special Coverages under the Health Insurance Scheme For Members & Students of ICAI:

- Family would comprise of self, spouse and two dependant children with Sum Insured on Floater basis for the entire family. Dependant Parents can be covered by paying additional premium and for a separate Sum Insured on Floater basis for both parents. Additional dependant children may be covered by paying 10% loading on family premium for each child.
- For Students only self is covered, and the family members and parents are not covered. The coverage for the students is restricted to Rs.1 lakh.
- Member would be given an one time option for selecting his family / dependants. Unmarried members can select their parents instead of spouse. Inclusion of additional dependants would be allowed only in case of marriage of a member / employee or birth of a child.
- For members & Students without any previous continuous insurance, the coverage for pre-existing diseases would be subject to the following:
1st year – Eligibility of 25% of Sum Insured; 2nd year – Eligibility of 50% of Sum Insured; 3rd year – Eligibility of 75% of Sum Insured; 4th year and thereafter – Eligibility of 100% of Sum Insured.
- For members / students with existing Mediclaim Insurance and Cumulative Bonus, NIA has agreed to consider a discount in premium in lieu of CB, which would be as under:
Cumulative Bonus of upto 10% - 5% discount in premium; Cumulative Bonus of 10-30% - 10% discount in premium; Cumulative Bonus of above 30% - 15% discount in premium.
- In case of family members having an existing Mediclaim policy with different CB for different persons, the average of the CB for all family members would be considered for the entire family.
- A Hospital Cash Allowance amounting to 0.10% of Sum Insured would be payable on hospitalization of the insured member, for a maximum of 10 days.
- Cashless services to be provided in all hospitals, and not restricted to PPN.

For Details please visit the Committee's exclusive Website www.icai.org.in.

For any other query
Dr. Sambit Kumar Mishra, Secretary
Committee for Capacity Building of
CA Firms and Small &
Medium Practitioners (CCBCAF&SMP), ICAI
E-mail: ccbcaf@icai.org, Telephone: 011-30110497

Mr. Satyanarayan Mohapatra
Sr. Divisional Manager
New India Assurance Co. Ltd
Mumbai R.O.I, New India Bhawan, 2nd Floor, 34-38
Bank Street, Fort Mumbai-400023
E-mail: satyanarayan.mohapatra@newindia.co.in
Mobile No:- 08108311713
Phone No:- 022 24620307

Committee on Financial Markets and Investors' Protection

INVITING RESOURCE PERSONS FOR CONDUCTING INVESTOR AWARENESS PROGRAMMES

Introduction

The Committee on Financial Markets and Investor's Protection (CFM&IP) is one of the Non-Standing Committees of the Institute. The functions of the Committee include preparing suggestions on various Regulations / Circulars relating to Financial Markets for submission to the Government/Regulators.

We are pleased and proud to state that the Institute of Chartered Accountants of India has been designated as the nodal authority by the Ministry of Corporate Affairs, Government of India to organize Investor Awareness Programmes throughout India in the district headquarters and big cities through the Institute's network of Regional Councils and Branches during the year 2012-13. The Ministry also desired that to conduct Investor Awareness Programmes in the smaller towns' services of Resource Persons may be availed.

Resource Persons

The Committee invites proposals from Chartered Accountants, Bankers, Capital Market experts, MBAs from reputed Institutes, Professors and Lecturers having knowledge and flair of capital market and public speaking skills for acting as Resource Persons to conduct the Investor Awareness Programmes in smaller towns other than district headquarters. You can send your resume along with the names of the towns where programmes are proposed to be conducted at cfmip_rp@icai.org.

The Scheme

The resource persons have to plan and organize Investor Awareness Programmes of two hours duration in small towns (other than district headquarters) at their own initiative. Arranging venue, assembling **at least 50 participants per programme and disseminating financial literacy will be their key responsibilities. For this, MCA will reimburse Rs. 5,000/- per programme inclusive of TA/DA, honorarium and other costs or actual expenses whichever is less.**

Committee on Financial Markets and Investors' Protection

ICAI Bhawan

Administrative Block, Third Floor,

A-29, Sector 62,

NOIDA - 201 309

Phone: 0120 - 3045945/905

E-mail: cfmip_rp@icai.org

Guidelines

The Guidelines for conducting such programmes by resource persons are as follows:

1. Programmes can be conducted at small towns, cities, blocks and taluka/tehsils but not in villages.
2. Programme should be of 2 hours.
3. The target audience for the programme should be household investors, businessmen, housewives, students (higher secondary, graduate, post graduate and MBA students), persons who are working in Government department/private jobs etc.
4. Maximum Four (4) programmes can be conducted in a town after the gap of 20 days with different venues.
5. Number of participants should be at least 50. While conducting an IAP in a school premises, majority of participants i.e. atleast 25 participants should be non-students that may include teachers, staff members, students' parents and general public. Photographs should clearly show the strength of non students participants.
6. Venue should be selected at a place where adequate number of prospective investors may be the target participants.
7. Pamphlet/ Booklet/ Reading Material with important points covered in the talk should be circulated. Material in Hindi or regional language can also be distributed. Soft copy of reading material will be provided by the ICAI.
8. Please send the programme details like (place, date, Venue, Target Audience) atleast 5 days in advance for approval at cfmip_rp@icai.org.
9. Topics to be covered may be restricted to the contents of booklets sent to you.
10. The following documents are required to be submitted within 15 days of conduct of programme to enable us to process reimbursement:
 - At least 4 Photographs giving coverage of maximum number of participants with banner and faculty while the programme is in progress.
 - Attendance sheet containing name, address and mobile nos. of the participants. Signatures of participants are must on the attendance sheet so provided.
 - Brief Report covering aspects of Topics covered and feedback of participants.
 - A duly signed undertaking by Resource Person that the programme has been conducted at informed time and place. In case programme has been conducted at some organization, management/degree collage, school etc. then such undertaking has to be countersigned by organization head/principal also.
11. Programmes should not be used for publicity of any organization/firm/company or any investment product.
12. A resource person can conduct a maximum of 10 programmes in a month subject to total number of 60 programmes till 31st March, 2013.

Payroll Software : Software on Payroll Management

An Initiative of Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF & SMP), ICAI

Features of Payroll Software

- **Recruitment Management** – Store and search resumes to Schedule interview. The complete recruitment management process is automated.
- **Time & attendance** – Attendance, integration with time & attendance devices, leave allotment, encashment, applying & approval system.
- **Payroll Management** – Recording attendance, processing salary, arrears, gratuity, loan, medical reimbursements etc.

About the Arrangement

1. The Relyon Softech Ltd. (hereinafter referred to as vendor) will provide initial license for Payroll software free of cost for 2 years i.e. up to 31st December, 2013
2. The license renewal charges will be Rs. 1300/- after 31st December, 2013. Statutory taxes on License Renewal shall be extra as applicable.
3. The Vendor will provide support which would be free up to 31st December, 2013 and thereafter, support would be provided on payment of renewal charges.
4. The Vendor will provide free of cost patches up to two years and till renewed.

- **Indian Labor Law Management** – PF, ESI, PT, TDS and all Indian Labor Acts forms
- **HR Communication Management** – An automated tool to update the each transaction with respect to HR activity to the staff and their higher-ups
- **HR Office Management** – An automated emailing & documentation process related to HR activity
- **Employee Information Portal** – A self login portal to have details about salary, leave etc. it allows employee to apply leave etc.

Installation Support

The vendor will provide a web form to enable CA firms and members to request for support for Online Installation on "First Come, First Serve" basis.

Downloading the Software:

The Software may be downloaded free of cost from the website of Committee for Capacity Building of CA Firms and Small & Medium Practitioners, www.icaai.org.in on request by members.

Support on use of Software:

The vendor will provide the technical support to the users and renewed customers via Phone, email and remote PC access from the date of registering the license.

E-mail: info@relyonsoft.com; **Phone:** 1860-425-5570



For any other query
Dr. Sambit Kumar Mishra, Secretary
Committee for Capacity Building of CA Firms and Small &
Medium Practitioners (CCBCAF&SMP), ICAI
E-mail: ccbcaf@icaai.org, Telephone: 011-30110497



Committee for Capacity Building of CA Firms and Small &
Medium Practitioners (CCBCAF&SMP), ICAI

AN INITIATIVE OF CCBCAF&SMP:

Portfolio
Management
Software

Main Features:

- Direct import of Broker Bills of scripts sale/purchase
- Import of market rates directly from NSE/BSE
- Profitability statement
- Brokerwise/Demat accountwise informations
- Entry options for derivatives/mutual funds/investment policies
- Maintenance of stock ledgers and reports
- Keeping the record of cheques issued/received from Broker, and Broker ledger
- Report Of Long Terms/Short term/Business profit/Speculation of Capital Gains/Losses automatically

Report Options:

- Broker Ledger
- Demat account statement.
- Script Ledger
- Portfolio Valuation Sheet
- Short Selling Report
- Capital Gain Statement as per IT Act
- Portfolio Position
- Portfolio's Market Valuation Sheet.

Other Features:

- Import Facility for Bills from some Brokers:

For any other query
Dr. Sambit Kumar Mishra, Secretary
Committee for Capacity Building of CA Firms and Small &
Medium Practitioners (CCBCAF&SMP), ICAI
E-mail: ccbcaf@icaai.org, Telephone: 011-30110497

For Query on technical support:

MDA Softwares Ltd., Kanpur
E-Mail: support@mdasoft.in
Telephone No.-09621813973, 09621813874



Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF&SMP), ICAI

AN INITIATIVE OF CCBCAF & SMP: PROVIDING AN ANTIVIRUS SOFTWARE AT DISCOUNTED PRICE

Price of the Antivirus software for the Members of ICAI: Rs 750/- + applicable taxes (for 3 years from the date of activation)

The Anti virus software will protect your laptops & desktops and will provide protection against all kinds of Internet or network-based threats. Upon installation, it acts as a shield against viruses, worms, trojans, spywares and other malicious threats. It also provides security against new and unknown threats with the anti virus software's renowned DNAScan® Technology. Its improved Anti-Phishing feature ensures that you do not land on phishing sites when browsing the net. The Parental Control feature allows you to schedule Internet access for your children and its pre-configured restricted browsing ensures that children do not visit adult sites. The PCTuner tool improves the overall efficiency of your system and the PC2Mobile Scan feature scans, detects and removes malwares from your mobile phones. It utilizes minimum system resources, thereby giving complete protection to your system without slowing it down.

For any other query
Dr. Sambit Kumar Mishra, Secretary
Committee for Capacity Building of
CA Firms and Small &
Medium Practitioners (CCBCAF&SMP), ICAI
E-mail: ccbcfaf@icai.org, Telephone: 011-30110497

For Query on technical support & getting a
copy of the subscription of the antivirus
software at the aforesaid discounted price:
Quick Heal Technologies Pvt. Ltd., Pune
E-Mail: support@quickheal.co.in
Support number: 927-22-33-000
Toll free number: 1800-233-3733



Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF&SMP), ICAI

CAPACITY BUILDING INITIATIVE: QUICK INSIGHT 2012

The Committee for Capacity Building of CA Firms and Small & Medium Practitioners of ICAI as a part of its commitment to strengthen the Small & Medium Practitioners has brought out the publication on Quick Insight 2012 for the Members of ICAI

The Quick Insight contains important information pertaining to:

- Compliance of matters pertaining to the Direct Tax & Indirect Tax
- Companies Act, 1956, LLP, MCS & other services
- Standards on Audit
- Relevant information for Members'
- Accounting & Auditing Standards
- List of Mandatory Statements
- Relevant information for students
- Important websites & E-mail Ids

The details about the Brochure on Quick Insight 2012 can be seen at <http://www.icai.org/post.html?post id=8634>

For
any other query
Dr. Sambit Kumar Mishra,
Secretary
Committee for Capacity Building
of CA Firms and Small &
Medium Practitioners
(CCBCAF&SMP), ICAI
E-mail: ccbcfaf@icai.org,
Telephone: 011-30110497



Invitation for Expression of Interest for Authoring Publications relevant to the Members in Practice of ICAI

The Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF&SMP) is meant to encourage and enhance close links between the Institute and the Chartered Accountants in Practice, so as to provide for them, a base of reference in terms of knowledge, expertise, skills and assistance in their professional growth, simultaneously pursuing the goal of providing newer opportunities to the practitioners & Firms.

One of the major responsibilities of CCBCAF & SMP is to bring out publications on various topics relevant for the Members in Practice of the Institute of Chartered Accountants of India (ICAI).

The CCBCAF & SMP invites Expression of Interest from members of the Institute and other experts who are interested in developing / preparing basic drafts of the publications on topics relevant to the Members in Practice of ICAI. The intending authors of the CCBCAF & SMP publications are expected to have appropriate level practical experience in the relevant area along with the knowledge of various aspects of profession.

The CCBCAF & SMP publication has to be prepared as self-learning booklets in the form of handbooks with proper mix of theory and practical case studies.

Apart from getting recognition, among their professional brethren, for their contribution in preparing the background materials, the authors of the accepted publication materials will get:

1. Their names printed in the Publications
2. Honorarium and reimbursement of incidental expenses as per the prevailing policy of the Institute. (Will depend upon the size, time and efforts to be required to prepare such publication materials).

The intending authors are required to send a formal request letter with the following details, to Dr. Sambit Kumar Mishra, Secretary, Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF&SMP), The Institute of Chartered Accountants of India, Post Box No.7100, Indraprastha Marg, New Delhi - 110 002. Sending proposals by email at sambit.mishra@icai.org with a copy to ccbcaf@icai.org is preferred:

1. Brief profile of the author
2. Specific experience and expertise in the relevant topic for which they offer themselves to write

the background materials which will enable the CCBCAF&SMP secretariat for allotting the preparation of material for them

3. Proposed coverage of the Publication
4. Sources of primary and secondary data based on which the Publication material will be written
5. Time frame within which they can submit the publication material.

It may be noted that mere submission of the Expression of Interest may not lead to the allotment of the particular publication materials to a particular applicant. The Institute reserves the right to request any other expert (though they might not have offered their expression of interest in this regard) to prepare publication materials. No communications will be entertained in this regard. Only selected authors will be individually communicated.

Indicative topics on which CCBCAF & SMP would like to bring out publications are given below:

1. Mentoring Guidelines for Small & Medium Practitioners
2. Evaluating and Improving Performance : A Guide for Small & Medium Practitioners
3. Handbook for the Practice Management
4. E-Business and the Small & Medium Practitioners
5. Handbook for Information Security Governance : Practitioner/ CA Firms perspectives
6. Issues & Perspectives of Financial Reporting by Small & Medium Practitioners
7. LLP: Practitioner/CA Firms perspective
8. MDP : Practitioner/CA Firms perspective
9. A Roadmap to Direct Tax Code: Practitioner/CA Firms perspective
10. Export Documentation : A Guideline for Small & Medium Practitioners
11. Professional Opportunities: A Snapshot for Small & Medium Practitioners
12. Other topics relevant to Practitioners/ CA Firms

**Secretary
Committee for Capacity Building of CA Firms
and Small & Medium Practitioners
(CCBCAF & SMP), ICAI**



Committee for Capacity Building of CA Firms and
Small & Medium Practitioners
The Institute of Chartered Accountants of India
[set up by an Act of Parliament]

An Initiative of CCBCAF & SMP : 'Tax Cloud' : Cloud based ITR and TDS Return Preparation for CAs' software

The 'Tax Cloud' software will enable the Chartered Accountants to prepare Income Tax Returns for Individuals, HUFs, Firms, LLPs & Companies. By using the software, CAs may prepare ITR-1, 2, 3, 4S, 4, 5 & 6 and tax returns online.

Benefits of the software:

- Tax cloud is completely cloud based and fully online.
- All that the user needs to do is to create a free account at www.cleartax.in.
- CAs can work from any computer/laptop and from as many computers as they want. No issues with LAN.
- CAs can file as many tax returns as they want. No upper limit.
- All data warehousing and data backup is done by ClearTax Engineering. CAs need not manage IT servers.
- All data is kept private. CAs need not worry about information leak or data security.

In 'Tax cloud' software, the CAs can file Income Tax Returns with a single click without creating multiple logins on Income Tax Department website for every client.

For any other Query:
Dr. Sambit Kumar Mishra, Secretary
Committee for Capacity Building of CA Firms and
Small & Medium Practitioners (CCBCAF & SMP), ICAI
E-mail : ccbcfa@icai.org, Telephone: 011-30110497

Features:

- All types of assessee support. Individuals, Firms, LLPs, HUF and Companies.
- Automatic data backup every night for CAs via cloud servers.
- Works on multiple computers (LAN) without any installation or server on CA premise.
- No Information Technology background needed for CA office. No complex installation.
- Training videos and tutorials available online.
- Works like your email (GMail or Yahoo! email. Store everything online. Just with username and password).
- 256-bit SSL encryption. This is bank grade security online.
- TDS software which can identify errors in color-coded manner.
- Import from excel sheet in TDS for bulk entry.
- Support for multiple assessment years.
- ITR pdf preview and Word document for detailed analysis of Income Tax Return

For Query on technical support:
ClearSharp Technology Pvt. Ltd., New Delhi
E-Mail: taxcloud@cleartax.in
Telephone: 011-45733983



Committee for Capacity Building of CA Firms and
Small & Medium Practitioners (CCBCAF & SMP)
The Institute of Chartered Accountants of India
(Set up by an Act of Parliament)

AN INITIATIVE OF CCBCAF & SMP: EXCISE & EXIM COMPLIANCE SOFTWARE

Salient Feature of the Excise & EXIM compliance Software are as follows:

System Features : Multiple document interface, Powerful Configuration settings, Addition of custom fields on demand, Workflow customization, Addition of narrations, Attaching files to transactions, Period lock/unlock, Cheque printing, Copy existing transactions, Multiple UOMs, Multiple Currencies, Multiple years, Multi-tasking, Print preview, Multi-company reports for Accounting and Inventory, Flexible voucher numbering series with ability to define multiple series for each voucher type, Printing on pre-printed stationery, plain paper (A4 and letter). Supports Dot-matrix and laser printers, 80 and 132 column, format, Data Export into multiple formats (Excel, PDF, Word, HTML, CSV etc)

Excise Manufacturing: Supports all types of manufacturers - LTU, SSI & non-SSI units, Industry specific Process for Steel, Apparel, Pharmaceuticals, Chemicals etc. Contains option of Daily / Monthly posting, Calculation of Excise duty on the basis of Ad - Valorem / Ad - Quantum / MRP, Progressive Calculation, User definable percentage of Excise Duties, BOM (Bill of Material) Definition, Generation of Multiple Invoice formats, Differential Rate Invoice entry, Job Work Management, Group Companies Concept, Loan Licensing process, Automatic Duty Debit Posting, Export related activities (Rebate claim, CT-3 & Bond/LUT), Direct Posting of Sales Return into RG23 A Part I & II, latest Excise rules, Automated Serial number generation for various statutory registers, Trading activities by Manufacturer, Complete integration with Udyog accounting, Statutory registers

Excise Trading : Supports all types of traders - Metal, Steel, Pharma, Chemical, Engineering, Clothing, etc, Fast Excise Invoice Generation from Purchase, Options in two units (e.g. KGS or No. of Bags) & to add Excise duty in final value, Complete integration with Udyog accounting, Direct posting from Invoice to RG23 D Register & Form 2 report, Variable duty rate selection while making invoice, Multiple warehouses with option of warehouse transfer, Excise invoice with multiple item details, Supplementary Invoice Tracking for Purchase & Sales, Automatic duty pass from purchase to sales, Shortage Stock handling, Auto Generation of RG Page Numbers, Registers, Excise reports, MIS Reports

Export Import Documentation

- | | | |
|-------------------------------------|------------------------|--------------------------------|
| • Export Documentation | • Import Documentation | • Pre - Shipment Documentation |
| • Post-Shipment Documentation | • LC Related Reports | • Letter to Bank Related |
| • Foreign Expenses Document Related | • DBK - Entry Screens | |

For any other Query:
Dr. Sambit Kumar Mishra, Secretary
Committee for Capacity Building of CA Firms and
Small & Medium Practitioners (CCBCAF & SMP), ICAI
E-mail : ccbcfa@icai.org, Telephone : 011-30110497

For Query on technical support:
Adequare Info Pvt. Ltd.
Email: support@udyogsoftware.com
Phone: 18004252383 (toll free) 040-23111205 (Hyderabad)
022-67993535 (Bombay) 011-46016181 (Delhi)

Exclusively structured for

Small and Medium sized CA Firms

and **Small and Medium sized**

Enterprises (SMEs)



THE SCHEDULE FOR JOB FAIR, OCTOBER-2012

The Committee for Members in Industry (CMII) and Committee for Capacity Building of CA Firms and Small & Medium Practitioners (CCBCAF&SMP) of The Institute of Chartered Accountants of India (ICAI) are pleased to welcome all Firms of Chartered Accountants (CAs) and all leading Companies to the forthcoming **Job Fair, October-2012** for Small and Medium sized CA Firms and Small and Medium sized Enterprises (SMEs).

The Committee for Members in Industry (CMII) provides opportunity to the employers to interact with newly qualified Chartered Accountants and makes all arrangements at its centres, thereby providing a cost effective mode of recruiting newly qualified Chartered Accountants.

In its endeavor to provide quality Accounting, Finance, Tax, Audit and Management Consultancy personnel to small and medium sized Industries and to provide a platform to the Chartered Accountants, CMII and CCBCAF&SMP would be conducting Job Fair as per below mentioned schedule.

JOB FAIR SCHEDULE

Centres	Last date for Company Registration (Upto 05:00 PM)	Last date for Short-listing by Companies (Upto 05:00 PM)	Consent sending by Candidates	Interview Dates (Upto 11:00 PM)
Mumbai, Hyderabad and Bengaluru	4th October, 2012	5th October, 2012	6th October, 2012	9th October, 2012
New Delhi, Chennai and Kolkata	5th October, 2012	8th October, 2012	9th October, 2012	11th October, 2012
Ahmedabad, Jaipur, Pune and Vapi	8th October, 2012	9th October, 2012	10th October, 2012	12th October, 2012

ELIGIBILITY FOR APPEARING IN JOB FAIR, OCTOBER- 2012

- A) All the Chartered Accountants who have taken the membership of ICAI as on 15th September, 2012 and
- B) Candidates registered for Campus Placement Programme conducted during Aug-Sep, 2012 and could not be placed are eligible for this Campus Placement Programme and also received their membership number. For further details kindly visit www.cmii.icai.org

INVITATION TO EMPLOYERS

Organisations intending to recruit Chartered Accountants through the scheme given below are requested to get in touch with Dr Surinder Pal, Secretary, Committee for Members in Industry, Indraprastha Marg, New Delhi - 110002, Tel. No. (011) 30110430 E-mail: spal@icai.in (or) Mr Ajeet Nath Tiwari, Placement Coordinator at Tel +91(11) 30110450/ 548/ 555 E-mail: ajeet@icai.in, priyanka.sharma@icai.in & campus@icai.in or log on to www.cmii.icai.org or <http://www.icai.org>.

Chairman,
Committee for Members in Industry

Chairman,
CCBCAF & SMP



The Institute of Chartered Accountants of India

(Set up Act by Parliament)

'ICAI Bhawan', Indraprastha Marg, New Delhi - 110 002, India

Telephone - Direct +91 11 30110450/ 548/ 555

Please visit www.icai.org, www.cmii.icai.org, <http://Jobs4CAs.icai.org>, <http://icaitv.com>