



**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)

# Samadhan Diwas

(An initiative by the Institute towards on the spot solution of the grievances of the trainees and trainers)

**Second Wednesday of every month**

**Time: 03:00 pm to 05:00 pm**



Innovative method to approach the ICSI for instant training related services.

## OBJECTIVE :

**On the spot Online grievances redressal mechanism for the trainees and trainers**

### KEY HIGHLIGHTS

- The Institute in its endeavour to provide the best of services to its stakeholders, trainees and trainers, introduces **Samadhan Diwas** for providing on the spot training related services.
- Trainers and trainees have opportunity to directly interact and present their matters for immediate solution.
- The staff of the Directorate of Training shall be available online to interact with the stakeholders.

### TYPE OF SERVICES

The trainees and trainers will get the following services:

- Services related to sponsorship letter to the students undergoing practical training under various registered companies/PCS.
- Services related to company/PCS registration.
- Services related to Update the records of Completion certificate/quarterly reports and project reports.
- Services related to Processing the application of exemption for long term training.
- Services related to short term trainings.
- Services related to stimulate portal and issuance of Training Clearance Certificate (TCC).
- Services related to NOC and Transfer of training.

### HOW TO PARTICIPATE

- Online Pre-registration is Mandatory for participating in the **Samadhan Diwas**.
- Students may register through the link **<https://cutt.ly/YII67V0>**
- A confirmation mail mentioning the dedicated time slot and date along with weblink and the documents required will be send to the participants.
- Participants should appear on the time slot allocated through the weblink provided by the Institute.
- The concerned staff of Directorate of Training will be available to resolve the matters on the spot.
- The local trainees can also come to meet the concerned staff during the above scheduled time.

**Team ICSI**

#### VISION

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

#### ICSI Motto

सत्यं वद। धर्मं चर।

इष्टार्क the truth. बोदे by the law.

#### MISSION

"To develop high calibre professionals facilitating good corporate governance"

**Connect with ICSI**

**www.icsi.edu |**      **| Online Helpdesk : <http://support.icsi.edu>**