

CS FOUNDATION COURSE

BULLETIN



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**THE INSTITUTE OF
Company Secretaries of India**

IN PURSUIT OF PROFESSIONAL EXCELLENCE

Statutory body under an Act of Parliament

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ATTENTION STUDENTS!!

SCHEDULE OF FEES

PARTICULARS	FEES (Rs.)	REMARKS
FOUNDATION PROGRAMME		
Admission Fee	1200	Total Fee → 3600
Postal Tuition Fee	2400	
EXECUTIVE PROGRAMME		
Registration Fee	1500	Total Fee → 7000 (For commerce graduates)
Foundation Examination Exemption Fee	500	
Postal Tuition Fee for Executive Programme	5000	Total Fee → 7750 (For others)
Postal Tuition Fee for Foundation Programme (payable by Non-Commerce Graduates who are seeking exemption from passing the Foundation Programme Examination under clause (iii) of Regulation 38.)	750	
PROFESSIONAL PROGRAMME		
Postal Tuition Fee	7500	
Registration De-Novo Fee	1500	
Exemption from Foundation Examination Fee	500	
Exemption from Executive Programme Examination Fee	500	
EXTENSION OF REGISTRATION		
Extension of Registration Fee	500	
Service Charges for Extension of Registration	150	
EXAMINATION FEE		
Foundation Programme	875	
Executive Programme	900 (Per Module)	
Professional Programme	750 (Per Module)	
Late Fee for receipt of Examination Application	100	
Change of Examination Center/Module/Medium	100	
OTHER FEES		
Paper-wise Exemption Fee	100	
Issue of Duplicate Identity Card Fee	50	
Issue of Duplicate Pass Certificate Fee	50	
Verification of Marks Fee	100 (Per Subject)	

ICSI INTRODUCES 24 X 7 STUDY THROUGH E-LEARNING

(<http://elearning.icsi.edu>)

In order to facilitate students, e-learning portal is available for the Company Secretary Foundation Programme which will also be extended to Executive Programme and Professional Programme in due course. All students from rural, urban areas at national level and also other countries can avail this 24x7 on-line study facility as the portal has global reach.

Under e-learning, students can have continuous access to studies and guidance of faculties on-line. The e-learning module will enable the students to have access to learning and faculty support at any time as per their convenience. Interactivity will be established by modules such as Discussion Boards and Online Chat. After the proposed virtual classroom facility under e-learning portal starts, students will be able to interact live with the faculty. This will take the CS course studies virtually into the space age.

Undergoing e-learning is in addition and not in substitution to compulsory postal tuition. E-learning is designed to provide a virtual contact between the teacher and the taught. Students intended to join e-learning are therefore, required to pay additional fees as determined by the Institute from time to time.

To access the E-learning Portal of ICSI the candidates may log on to <http://elearning.icsi.edu>

A nominal annual fee of Rs 450/-** (Rupees Four hundred and fifty only) plus taxes for first year has to be paid for WBT (Web Based Self Paced Learning).

The candidate can use the following modes of payment for availing the service:

- Online on the website <http://elearning.icsi.edu> by Credit Card / Debit Card/ ECS (electronic clearing services).
- By way of Demand Draft (DD) in the name of 'ICSI GurukulOnline' payable at Mumbai(For more information visit the website <http://elearning.icsi.edu>)

** The charges for subsequent years are listed on <http://elearning.icsi.edu>. The charges are in addition to the Registration fees.

FROM THE SECRETARY & CEO'S DESK



"It's no use saying, "We are doing our best." You have got to succeed in doing what is necessary."

– Winston Churchill

Dear Students,

Life is full of opportunities and all of us have the capabilities to seize the opportunities and capitalize thereon. What is however required is an eye to identify the opportunities. This you acquire while undergoing a professional course like Company Secretary ship. You are being equipped with desired professional skills during the course, that enable you to identify opportunities. So, as a student of this Course the most important task before you should be to pass the professional examination with flying colours by putting in hard work and climb the ladder of success in your professional as well as personal life.

It has been rightly said that, the heights the great men reached and kept were not attained by sudden flight, they were wide awake and at their work when others were sleeping. Look around and you will find people considered to be successful and have reached the top today. One will find that most of these people are the ones who have worked their way to the top by their dedication and will to achieve that position in life. They worked hard, fully engaged, totally focused, and completely absorbed in the task at hand. Self-control is essential for consistency. Control your emotions, resolve to avoid the easy choice, as well as, temptation in its various alluring forms. Be enthusiastic, filled with energy and eagerness, joy and love for what you do.

Remember, there are no short cuts to success, in today's dynamic and competitive environment. The only thing that continues to pay, is loyalty to self and hard work. Yes, it pays! Sometimes immediately, sometimes after a lot of time. But it does pay.

The results for the foundation examination held in June, 2009 were announced on August 25, 2009. I am sure many of you would be satisfied with results, but some might be feeling disheartened, which certainly is not expected of a student of professional course. My sincere advise to such students has been that if "doing your best" is not helping you to achieve your goal, then take an honest look in the mirror and challenge yourself to whatever is necessary to succeed.

Some of the information which you would find useful as a student is given below:

VALIDITY OF CS FOUNDATION PROGRAMME ADMISSION

The Institute has stipulated 3 years period for the validity of Foundation Programme admission. Accordingly, all those students who have registered upto April, 2006 may please note that their admission to the Foundation Programme stands cancelled on expiry of three years period.

And those of you, who have not so far passed the Foundation Examination and are not graduate, may seek fresh admission, if so desired, by making an application in the prescribed Form "REG" together with the Foundation Programme admission fee of Rs. 3600/-. The prescribed form "REG" can be obtained either against cash payment of Rs. 50/- from the Institute's Noida office and Regional Offices or by sending a crossed Demand Draft of Rs. 70/- (including postage) drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi.

REGISTRATION FOR CS EXECUTIVE PROGRAMME

The students who have passed the Foundation examination held in December, 2008 or registered upto and including 28th February, 2009 would be eligible to appear in both modules of the Executive Programme to be held in December, 2009 and candidates who would be seeking registration on or before 31st May, 2009 are eligible to write only one module in December, 2009 examination of the Executive Programme subject to completion of postal/oral tuition and compulsory Computer Training Programme. The blank application Form "REG" for seeking registration for Executive Programme can be had from the Noida office of the Institute or its Regional Offices against cash payment of Rs. 50/- or by sending crossed demand draft/postal order for Rs. 70/- (including postage). The fee for seeking registration for Executive Programme is Rs. 6500/- payable by way of crossed demand draft drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi. Fee may be paid in cash also at the Institute's Noida office or its Regional Offices.

All the students passing the Foundation examination are advised to have their own copy of prospectus for the regular/main Programme, viz., "Career in Company Secretaryship - A Hand Book" against cash payment of Rs. 300/- or by post by sending a crossed demand draft of Rs. 350/- (including postage) drawn in favour of "The Institute of Company Secretaries of India", payable at New Delhi. Application Form "REG" is appended therein and students need not obtain it separately.

IDENTITY CARDS

Candidates admitted to the CS Foundation Programme are advised to ensure that they hold valid Identity Card issued by the Institute. Those who have not obtained the Identity Card are advised to complete the formalities and obtain their Identity Card without any further delay. If the Identity Card already issued has been lost or mutilated, candidate should send a request for obtaining the duplicate Identity Card together with the mutilated Identity Card/Identity Card proforma duly filled in and attested and a Demand Draft or Postal Order for Rs.50/- towards duplicate Identity Card fee.

In case you require any assistance in the matter, you may approach the Institute at the earliest opportunity. While applying for duplicate Identity Card or for any other matter, the students should write their admission number and complete postal address with pin code for prompt reply.

PIN CODE is required to be mentioned for quick delivery of the mail. Students may therefore check up the computerised mailing address as printed on the 'C.S. FOUNDATION COURSE BULLETIN'. In case it does not carry or carries the wrong PIN CODE number the same may be intimated immediately quoting student admission number and full postal address with Postal Index Number so that it could be incorporated in the computerised mailing list.

E-MAIL ADDRESS OF THE STUDENTS

The students who are having e-mail address may communicate the same to the Directorate of Students Services at dss@icsi.edu which will facilitate quick and economical communication from the Institute's side. The e-mail address may be sent in the following format:-

Name :
Admission No. :
E-Mail id :

UNIFORMITY IN SIGNATURES

Candidates are advised to maintain uniformity in their signatures on all correspondence with the Institute including :

- Identity Card
- Admission/Registration Form - 'REG'
- Examination Form - 'EXA'
- Attendance Sheet to be provided in the Examination Hall.

REGULARISATION OF FOUNDATION PROGRAMME ADMISSION

Candidates provisionally admitted to the Foundation Programme are advised to submit the attested copies of their Senior Secondary Mark sheet/Pass Certificates for regularising their admission. The candidates who have already submitted their Senior Secondary Examination Marks sheets/Pass Certificates and have not received any confirmation with regard to their admission, must contact the Institute immediately quoting the following particulars:

Name :
 Details of Fee paid :
 Admission No. :
 Email Address :
 Complete Postal Address with Pincode :

CANCELLATION OF PROVISIONAL ADMISSION

The Provisional admission of the students- who fail to submit within the specific time, the requisite proof of having passed the Senior Secondary (10+2) shall stand cancelled and no refund of Tuition Fee, Admission fee will be made and no credit for the eligibility test papers passed will be given.

STUDY MATERIAL, ADMISSION LETTER OR IDENTITY CARDS

Students admitted to the CS Foundation Programme during the month of February, 2009 & March, 2009 have already been supplied the Study Material, Admission letters and Identity Cards. Those who have not received Study material, Admission letter or Identity Card are, therefore, advised to contact Shri Sohan Lal, Director (Students Services) without further delay at the Institute's address or may send e-mail to slal@icsi.edu. While applying for issue of duplicate Study Material, Admission letter or Identity card or for any other matter, the students must write their admission number and complete postal address with PIN CODE for prompt reply.

CHANGE OF ADDRESS

Change of address, if any, is to be intimated to the Institute by sending a separate communication in this regard. While intimating the change in their mailing address, the students are advised to invariably quote the PIN CODE number along with the student admission number, name and full postal address with city, state in capital letters.

COMPULSORY POSTAL TUITION

The Institute imparts compulsory postal tuition to all the students in all the stages of the Company Secretary Ship Programme. In addition, the Regional Councils / Chapters the Institute are authorized to impart oral tuition independently or in collaboration with any other Institute in accordance with the guidelines issued by the Institute subject to availability of necessary facilities and sufficient number of students.

The Institute has also granted Accreditation to certain Colleges/Senior Secondary Schools and private Institutions - to impart Oral coaching Class for the students of the Institute. A list of such Accredited OT Centers and institutions empanelled under Public Private Partnership Scheme have been displayed at the website of the Institute www.icsi.edu.

It may, however, be noted that Oral coaching centre would be charging Oral Tuition fee for the purpose. A student attending oral coaching is not required to submit the response sheets and he / she is issued with the coaching completion certificate if he/she has attended at least 75 percent of the classes held and has passed minimum number of tests held for each subject.

E - LEARNING (<http://elearning.icsi.edu>)

In order to facilitate students, e-learning portal is available for the Company Secretary Foundation Programme. Students admitted to CS Foundation Programme through out the country including rural and semi - urban areas as well as from other countries can avail this 24x7 hours on-line study facility as the portal has global reach.

To access the E-learning Portal of ICSI the candidates may log on to <http://elearning.icsi.edu>.

24 HOURS CS HELPLINE

The Institute has launched a 24 Hours CS Helpline to inform the students about the CS Programme & Profession. The students can have pre-recorded replies on the CS Programme round the clock through the Interactive Voice Response System (IVRS) by dialing 011-41504444. For detail information, in this regard, please log on to the website of the Institute i.e. www.icsi.edu.

PLEASE NOTE THAT PAYMENT OF FEE BY CHEQUE & MONEY ORDER IS NOT ACCEPTED BY THE INSTITUTE**IMPORTANT**

For all academic guidance students may write to Shri V P Sharma, Director (Academics) and for all other matters relating to C.S. Foundation Programme including admission, coaching, examination and administrative services, they may write/contact Shri Sohan Lal, Director (Students Services), at the Institute's address.

Date: 06.10.2009

Place: New Delhi

Yours sincerely,



(CS N.K. JAIN)

ACADEMIC GUIDANCE

ECONOMICS

ECONOMIC SURVEY 2008-09 - AN OVERVIEW¹

Shri Pranab Mukherjee, Finance Minister, Government of India presented Economic Survey 2008-09 in Parliament on 2nd July 2009. The Economic survey reveals that the speed at which the Indian economy returns to high growth path in the short term depends on revival of the economy, particularly the US economy and the Government's capacity to push some critical policy reforms in coming months. The economic survey further states if the US economy bottoms out by September 2009 there would be good possibility for the Indian economy repeating its 2008-09 performance ie around 7.0+/-0.75 percent in fiscal 2009-10 (assuming normal monsoon). However, in the event of the more prolonged external economic down turn, the revival of the global economy/US economy being delayed until 2010, the growth may moderate to the lower end of the range.

The Survey further states that the prospects of Indian economy are somewhat different from most other countries. A large domestic market, resilient banking system and a policy of gradual liberalisation of capital account have been key factors. A major concern at this stage though not entirely unexpected is a sharp dip in the growth of private consumption. Four factors seem to have contributed this slowdown. First, it could be due to the wealth effect, resulting from decline in the equity/property prices. Secondly, the uncertainty in the labour market and some decline in employment. Thirdly, cutbacks in consumer credit by private banks, NBFCs and other lenders. Fourthly, during slowdown a dominance of precautionary motive may induce consumer to either defer their spending decisions or shift to unbranded alternatives.

Some of the important highlights of the economic survey are listed as under:

- Economic growth decelerates to 6.7 per cent in 2008-09 compared to 9 per cent in 2007-08 and 9.7 per cent in 2006-07.
- Per capita growth at 4.6 per cent.
- Deceleration in growth spread across all sectors except mining and quarrying; agriculture growth falls from 4.9 per cent in 2007-08 to 1.6 per cent 2008-09.
- Manufacturing grows at 2.4 per cent, slowdown attributed to fall in exports and a decline in domestic demand.
- Global financial meltdown and economic recession in developed economies are major factors in India's economic slowdown.
- Investment remains relatively buoyant, ratio of fixed investment to GDP increased to 32.2 per cent in 2008-09 compared to 31.6 per cent in 2007-08.
- Fiscal deficit to GDP ratio stands at 6.2 per cent.
- Credit growth declines in the later part of 2008-09 reflecting slowdown of the economy in general and the industrial sector in particular.
- Increased plan expenditure, reduction in indirect taxes, sector specific measures for textile, housing, infrastructure through stimulus packages provides support to the real economy.
- Merchandise export grows at a modest rate of 3.6 per cent in US Dollar terms while overall import growth pegged at 14.4 per cent.
- A large domestic market, resilient banking system and a policy of gradual liberalisation of capital account to help early mitigation of the adverse effect to global financial crisis and recession.
- Sharp dip in the growth of private consumption a major concern at this state.
- Medium to long-term capital flows likely to be lower as long as the deleveraging process continues in the US economy.
- Revisiting the agenda of pending economic reforms imperative to renew the growth momentum.

The Survey says that India continues to retain its position as a preferred destination for investments. A recent study by UNCTAD found that

India achieved a growth of 85.1 per cent in foreign direct investment flows in 2008, the highest increase across all countries. According to the study FDI investments into India went up from US Dollar 25.1 billion in 2007 to US Dollar 46.5 billion in 2008, even as global flows decline from US Dollar 1.9 trillion to US Dollar 1.7 trillion during the period.

Reflecting on the high oil and other energy prices, the Survey says that as long as domestic prices remained below the cost of imports, demand would continue to grow, accentuating the negative impact of the terms of trade effect on national income. Referring to the volatility of global oil prices, it says, the fall could be a temporary respite and provides a golden opportunity to reform the pricing and control system. It says that as the low prices of oil has provided a temporary window for decontrol of petrol and diesel, this window must be utilised at the earliest. Other elements of energy policy such as open access to power, decontrol of coal also need to be addressed to have a viable long-term solution to our dependence on foreign oil and the debilitating effect of power failure.

The Survey says although the economy continues to face wide ranging challenges-the Indian economy has shock absorbers that will facilitate early revival of growth. The banks are financially sound and well capitalised, foreign exchange position remains comfortable and the external debt position has been within comfortable zone. The rate of inflation provides a degree of comfort on the cost side for the production sectors. Agriculture and rural demand continues to be strong and agricultural prospects are normal. The Survey says while there are indications that the economy may have weathered the worst of the downturn, the situation of the economic stimulus and developments taking place in the international economy. Taking policy measures that squarely address the short and long term challenges would achieve tangible progress and ensure that the outlook for the economy remains firmly positive.

FINANCIAL ACCOUNTING

ACCOUNTING EQUATION-AN ACCOUNTING CONCEPT²

According to American Institute of Certified Public Accountants, accounting is the "art of recording classifying and summarizing in a significant manner and in terms of money, transactions and events which are in part at least, of a financial character and interpreting the results thereof". Accounting is something that affects people in their personal life just as much as it affects large business. When people normally talk about accounting, it means the recording used by the business and other organizations. Businessman cannot keep all the details in their minds so they have to keep records of it. They will not only record cash received and paid out but also record goods bought and sold, items purchased to use rather than to sell and so on. Thus, accounting is the recording of data.

When the data being recorded it has been sorted out as to be most useful to the business. This is known as classifying and summarizing data. Following such classification and summaries, it will be possible to work out how much profit or loss has been made by the business during a particular period. It will also be possible to show what resources are owned by the business and what is owed by it, on the closing date of the period. From the data someone skilled in accounting should be able to tell whether or not the business is performing financially well. It should be able to ascertain the strengths and weakness of the business. And finally the results will be communicated to the owners of the business or to others allowed to receive this information. Thus, accounting starts with recording and ends in presenting financial information in a manner which facilitates informed judgements and decision by users. The recording of transaction and events has two aspects or sides-debit and credit. Every debit has an equal and opposite credit i.e. each transaction should be recorded in such a way that it affects two aspects-debit and credit equally. This is the crux of double entry system.

The whole of financial accounting is based upon a very simple idea which is known as accounting equation. If a firm is to set up and start trading, then it needs resources. Let us assume that in the first instance, the owner of the business who has supplied all the resources. This can be shown as:

Resources in the Business = Resources Supplied by the Owner

In accounting, terms are used to described things. The amount of bulletin

1. Compiled by V.P. Sharma, Director Academics, The ICSI

2. Prepared by M.A. Joseph, Deputy Director, The ICSI

ENGLISH AND BUSINESS COMMUNICATION

UNDERSTANDING THE BLOCK LETTER FORMAT³

resources supplied by the owner is called capital. The actual resources that are then in the business are called assets. This means that in the accounting equation above, when the owner has supplied all the resources, the position will be as follows:

$$\text{Assets} = \text{Capital}$$

Usually, however, people other than the owner have supplied some of the assets. The amount owing to these people for these assets is known as liabilities. Then the accounting equation can be changed as follows:

$$\text{Assets} = \text{Capital} + \text{Liabilities}$$

Let us understand the meaning of the terms i.e. (i) Assets; (ii) Capital; and (iii) Liabilities.

Assets: Assets are things of value of possessions or properties that can be expressed in terms of money including the amount due to the business entity from others. It is the expenditure incurred for acquiring valuable resource which benefit future activities of the concern. Assets include physical objects (tangible) like land buildings, furniture, plant and machinery, cash, bank balance and intangible rights like patents, copyrights, trade marks, goodwill etc. The essential feature of all types of assets is that they have money value and carry possible benefits. Without these assets no business can be started or run. It is different matter what particular assets are required for a particular business and in what proportion. The types of assets may vary from organization to organization depending on the nature of business.

Capital : It is a fact that no business can be carried out without assets. But how these assets can be acquired? One such source of assets is the contribution of the proprietor which is known as capital. The proprietor brings capital into the business out of which the business (being a separate entity) purchases assets for its use. Thus, capital is the amount (in terms of money or assets having money value) invested by the proprietor in the business. Hence, the amount of assets of the business is equal to the amount of capital contributed by the proprietor in the business. When the proprietor invests money in the business, the transaction gives rise to two aspects i.e. the assets of the business (say cash) increases and at the same time the business owes the same amount to the proprietor i.e. the amount of capital. Thus, we can conclude that:

$$\text{Assets} = \text{Capital}$$

Liabilities : When the capital contributed by the proprietor is insufficient, the business borrows money from outside parties. These parties may give loan or allow credit facilities at the time of purchase of goods. This event has also given two fold effects. i.e. when loan is given by the outside parties, the cash position of the business is increased to that extent and at the same time the liability of the business to the outsiders has also increased to the same level. Likewise when the credit facility has been granted by the supplier, the goods-in-stock (assets) has increased and at the same time the claim of the creditors (liability of the business) has also gone up. Since the total assets of the business are acquired out of the money contributed by the proprietor(s) and creditor(s) the net effect of the transaction will be as follows:

$$\text{Assets} = \text{Capital} + \text{Liabilities}$$

Sometimes the term 'equities' is used to denote the claims of various parties against the assets of the business. Hence, equities may be (i) owner's equity, and (ii) outsider's equity. Owners equity is the capital of the business which is the claim of the owners against the assets of the business. The money due to the outsiders is known as liabilities. The equality to the total assets and total liabilities is known as Accounting Equation.

The claim of owner (s) is always residual in nature in the sense that in the event of liquidation or dissolution of business, owners do not have any claim on the assets of the business until all claims of outsiders (creditors) have been satisfied. Thus, the accounting equation can be depicted as:

$$\text{Assets} - \text{Liabilities} = \text{Capital}$$

The accounting equation can be used for any business transaction. It may also be noted that the increase or decrease in the owner's equity is reflected by the income statement which provides a summary of the revenues and expenses of the business for an accounting period. When revenue is earned, the claims of the owner (s) are increased. When expenses are incurred the claims of the owner (s) are reduced and the amount of capital or owners equity is decreased. Hence, accounting equation may be interpreted as.

$$\text{Assets} = \text{Liabilities} + [\text{Capital} \pm (\text{Revenues} - \text{Expenses})]$$

Business letter writing is an essential part of all business and technical communication. All organizations whether small and large depend on business letter writing. When organizations have to communicate to the external world i.e., their associates; partners or clients etc, then letters form an integral part of their communication process. Business letters are more formal and reliable than e-mail and more precise and permanent than telephone or face-to-face conversations.

A business letter is a letter written in formal language, usually used when writing from one business organization to another, or for correspondence between such organizations and their customers, clients and other external parties. The overall style of letter will depend on the relationship between the parties concerned.

When creating business letters, use 8 ½" by 11" unlined paper. Use 1" margins on all four sides. Use a serif font such as Times Roman (12 point) or Georgia (11 point). A business letter should be single-spaced and, if possible, typed on a computer. Print the letter on only one side of the paper. Fold the letter horizontally into thirds.

There are several business letter formats, but all of them can be subdivided into two basic groups: the block format and various indented formats. Although the block format is somewhat more common, either one is acceptable.

Business Style Block Letter is also referred to as the Full Block Style, or the Block Format.

If you are looking for the easiest business letter format to use, the block format is the one for you.

This is the most common business letter format, probably because it is easy to apply and has a clear, businesslike appearance.

The Block Letter has the following characteristics:

1. The entire letter (including the sender's address, date, inside address, salutation, body, complimentary close, and the signature block) is left justified.
2. The paragraphs are not indented.
3. There is one line space between paragraphs, and between different parts of the letter. For example, you will leave one line between the date and the inside address, and between the inside address and the salutation.

Below is a format for writing a block letter.

Your Address like
City, State and Pin Code
Phone Number (Including Area Code)
E-mail Address

Today's Date
Name of Addressee
Title or Position
Street Address
City, State and Pin Code

Greetings line--Start with "Dear" and then use the honorific (Mrs., Dr., etc.) with no first name, just the last name or you can write "Dear" followed by

Sir,

Body of Letter in paragraph form

In the Block Format, the first lines of paragraphs are not indented, although a blank space separates each paragraph.

Sincerely (or Cordially),

(sign the letter neatly and legibly--don't cram this into a small space)

Type out your name

3. Prepared & compiled by Shruti B. Gupta, Assistant Education Officer, under the guidance of Archana Kaul, Assistant Director, The ICSI

ELEMENTS OF BUSINESS LAWS AND MANAGEMENT**NEGOTIABLE INSTRUMENTS ACT, 1881⁴****ACCOMMODATION BILL**

An accommodation bill is apparently quite similar to an ordinary trade bill of exchange. The special feature which distinguishes it from an ordinary bill is that such a bill is not supported by any consideration or a trading transaction. The drawer does not give any consideration to the drawee but instead it is drawn with an object of providing financial help either to the drawer or to both the drawer and the drawee. Thus the relationship between the drawer and the drawee is not that of a creditor and a debtor in the case of an accommodation bill. Actually it is a sort of mercantile credit where one person lends out his name on the bill so that the other person taking the bill can get the same discounted from the bank and get money for the same. Since such bills are drawn and accepted without any consideration with a view to accommodate or oblige friends, they are rightly termed as 'accommodation bills.'

ILLUSTRATION

P desires to have Rs 5,000 for three months and approaches Q for that purpose. Q has no funds in hand but has credit in the market. Q agrees to help P. It is arranged, therefore, that P will draw a bill on Q for Rs 5,000 payable after three months and Q will accept the bill. P can discount the bill with his bankers and get the money or can negotiate the bill in discharge of his debt. Before the maturity of the bill, P will provide Q with funds sufficient to meet it. Thus P is able to get the required funds for three months. Such a bill is called an accommodation bill.

The party accommodating (i.e., Q) is called the 'accommodation party' and the party accommodated (i.e. P) is called the 'accommodated party.'

Sometimes a party may be accommodated by endorsing an existing bill with consideration. Such an endorser is called the 'backer' and the operation is called 'backing the bill'.

The Negotiable Instruments Act, 1881 lays down the following rules regarding accommodation bill:

1. An accommodation bill creates no obligation of payment between the parties to the transaction. In other words, the accommodation party is not liable on the bill to the accommodated party on maturity date, if the bill is in the hands of the accommodated party because of subsequent indorsement in his favour, or if the bill has been paid by the accommodated party (i.e., the drawer) on its dishonour by the acceptor (i.e., the accommodation party), as the contract between them is not based on any consideration. (Sec. 43)
2. The accommodation party is liable on the bill to any subsequent 'holder for value,' even if such a holder knew at the time of taking the bill that it is an accommodation bill (Sec. 43). Of course the accommodation party is entitled to recover from the accommodated party whatever he pays on the bill.
3. An accommodation bill can be negotiated after maturity (i.e., when it becomes over due), with all benefits of a 'holder in due course' to the transferee (i.e., the transferee acquiring a better title than the transferor), (Sec. 59). (The transferee of an over due ordinary bill of exchange gets no better title than his transferor as he cannot be a 'holder in due course.' Section 9 provides that a 'holder in due course' should acquire the instrument before maturity).
4. Non-presentation of an accommodation bill to the acceptor for payment does not discharge the drawer. [Section 76 (d) provides that presentation is not necessary when drawer could not suffer damage.] It is an exception to the general rule contained in Section 64 whereby a bill must be presented for payment to the acceptor by the holder otherwise other parties thereto are not liable thereon to such a holder.
5. When an accommodation bill is dishonoured, failure to give notice of dishonour does not discharge the liability of prior parties, as it does in the case of an ordinary bill [Sec. 98 (c)]

4. Prepared by Krishan Paul, Assistant Education Officer under the guidance of Archana Kaul, Assistant Director, The ICSI

FICTITIOUS BILL

When in a bill of exchange the names of both the drawer and the payee are fictitious, the bill is said to be a fictitious bill. Such a bill is drawn in a fictitious name and is made payable to the drawer's order and as such the names of both the drawer and the payee are said to be of a fictitious person. A fictitious person is one who has no existence i.e., who is imaginary. If a real existing person's name is forged as drawer and payee, then the bill is a 'forged bill', which is a nullity and confers no title even to a holder in due course. In a forged instrument there is complete absence of title as distinct from defect of title.

A fictitious bill even if accepted by a genuine person is not a good bill and cannot be enforced at law. However, such a bill, if accepted by a genuine person, becomes a good bill in the hands of a holder in due course provided he can show that the first indorsement on the bill and the signature of the supposed drawer (being the holder as well) are in the same handwriting, and the acceptor is liable on the bill to him (Sec. 42).

DOCUMENTARY BILL

When documents relating to the goods represented by the bill, e.g., bill of lading or railway receipt, invoice, marine insurance policy, etc., are attached to a bill, the bill is called a documentary bill. Such documents are delivered to the buyer only on acceptance or payment of the bill. Such bills are usually used in foreign trade. In inland trade generally "clean bills" are used with which no other documents are attached.

NOTIFICATION

ICSI/CS/6/2009

MERIT-CUM-MEANS ASSISTANCE SCHEME, 1983

In pursuance of para 13 of the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", as amended upto 18th August, 2009, applications are invited to reach the Institute in the prescribed form on or before 25th November, 2009 for award of 25 numbers of financial assistance each for pursuing Executive Programme and Final Course/Professional Programme of the "company secretaryship" from students who fulfil the eligibility criteria laid down under the said scheme.

According to the scheme, a candidate applying for assistance should have passed Foundation/Foundation Programme or Both Groups/Both Modules of the Intermediate/Executive Programme examination without exemption in any paper, at one sitting, in the first attempt in June, 2009 examination. The income of such an applicant, if employed or is having an independent source of income, should not be more than Rs.1,50,000/- per annum and if he/she is dependent on his/her parents/guardian/spouse whether partially or wholly, the combined income from all sources should not be more than Rs.2,50,000/- per annum.

Prescribed application form together with a copy of the Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983 can be downloaded from the Institute's Website link: <http://www.icsi.edu/Student/MeritScholarship/tabid/1768/Default.aspx> or obtained by post from the Institute free of cost **by sending a self-addressed envelope of 23 cms. x 11 cms. size duly affixed with postage stamp worth Rs.10/-**. Applications not made on the prescribed forms and/or **without supporting documents**, incomplete applications, applications not fulfilling the eligibility criteria laid down under the scheme or applications not reaching the Institute on or before **25th November, 2009** are liable to be rejected.

BY ORDER OF THE COUNCIL

File No.207:Exams:2009
New Delhi - 110 003
Dated, the 27th August, 2009

(CS N. K. JAIN)
Secretary & CEO

EXAMINATION

1. DECLARATION OF JUNE, 2009 EXAMINATION RESULTS

The results of Company Secretaries' Foundation Course (Old Syllabus) and Foundation Programme (New Syllabus) examinations held in June, 2009 were declared at 12.00 Noon on Tuesday, the 25th August, 2009, as scheduled. The results were displayed simultaneously on the Notice Boards at the Institute's Headquarters, Offices of the Regional Councils and Chapters. The results alongwith the break-up of subjectwise marks were made available on Institute's Website: www.icsi.edu on 25th August, 2009 from 12.00 Noon onwards. The Roll Numbers of successful candidates in the examinations are published elsewhere in this issue.

Individual result-cum-marks statements were sent to all candidates concerned by 5th September, 2009. Any candidate not receiving his/her result-cum-marks statement by 15th September, 2009 should immediately write to the Sr. Director (Exams.) for issuing duplicate marks statement giving relevant particulars, i.e., his/her name, student registration number, stage of examination and group(s) in which he/she appeared, roll number, examination centre, along with a self-addressed stamped envelope worth Rs.5/-.

2. DECEMBER, 2009 EXAMINATION

The next Foundation Programme, (under New Syllabus) will be held from Wednesday, the 30th December, 2009 to Saturday, the 2nd January, 2010. The examination will be held as per the Time-table & Programme and the list of Examination Centres given hereunder:

**TIME TABLE & PROGRAMME
(Foundation Programme)**

Date & Days	After-noon Session (1:30 PM to 4:30 PM)
30.12.2009 Wednesday	English & Business Communication
31.12.2009 Thursday	Economics & Statistics
01.01.2010 Friday	Financial Accounting
02.01.2010 Saturday	Elements of Business Laws and Management

3. LIST OF EXAMINATION CENTRES:

1. Agra, 2. Ahmedabad, 3. Ajmer*, 4. Allahabad, 5. Ambala, 6. Aurangabad, 7. Bangalore, 8. Bareilly, 9. Bhillwara, 10. Bhopal, 11. Bhubaneswar, 12. Calicut*, 13. Chandigarh, 14. Chennai (West), 15. Chennai (South), 16. Coimbatore, 17. Dehradun, 18. Delhi (East), 19. Delhi (North), 20. Delhi (South), 21. Delhi (West), 22. Ernakulam, 23. Faridabad, 24. Ghaziabad, 25. Gurgaon, 26. Guwahati, 27. Hubli-Dharwad, 28. Hyderabad, 29. Indore, 30. Jaipur, 31. Jammu, 32. Jamshedpur, 33. Jodhpur, 34. Kanpur, 35. Kolhapur, 36. Kolkata (North), 37. Kolkata (South-1), 38. Lucknow, 39. Ludhiana, 40. Madurai, 41. Mangalore, 42. Meerut, 43. Mumbai (CG), 44. Mumbai (GTK), 45. Mumbai (JOG), 46. Mysore, 47. Nagpur, 48. Nasik, 49. Noida, 50. Panaji, 51. Patna, 52. Puducherry, 53. Pune, 54. Raipur, 55. Rajkot, 56. Ranchi, 57. Shimla, 58. Srinagar, 59. Surat, 60. Thane, 61. Thiruvananthapuram, 62. Tiruchirappalli, 63. Udaipur, 64. Vadodara, 65. Varanasi, 66. Vijayawada, 67. Visakhapatnam, 68. Yamuna Nagar (Haryana) and one Overseas Centre - Dubai. The last date for receipt of enrolment applications for December, 2009 examinations in the Institute together with the requisite examination fee is 25th September, 2009 and with late fee of Rs.100/- upto 12th October, 2009 (10th and 11th October, 2009 being holidays).

NOTE: 1. *Ajmer and Calicut Centres on experimental basis.

- The Institute reserves the right to withdraw any centre at any stage without assigning any reason.
- Candidates should note that non-receipt/delayed receipt of result-cum-marks statement, response to result queries, requests for verification of marks, etc., will not be accepted as valid and sufficient reason for seeking any relaxation or not complying with the requirements of regulations and/or last dates for submission of enrolment applications for the next examinations. Therefore, the candidates in their own interest are timely advised to keep track of important announcements, last dates and observe the time schedule.

4. GENERAL QUERIES

Candidate should note that for queries relating to (i) admission/registration fees; (ii) filling of Examination Form along with requisite fee; (iii) grant/cancellation of subjectwise exemption(s); (iv) financial assistance under Merit Scholarship/Merit-cum-means Assistance; (v) Coaching Completion Certificate/Response Sheets evaluation; (vi) Computer Training Certificate; and (vii) non-receipt of Pass Certificate/Roll No. etc. they may contact concerned helpdesk as per details mentioned at the last page of this issue.

5. USE OF CALCULATORS IN EXAMINATIONS

Candidates are allowed to bring and use their own battery operated, noiseless and cordless pocket calculators with not more than 6 functions, 12 digits and 2 memories. Exchange or lending/borrowing of calculators among students is forbidden in the examination hall.

6. GENERAL QUERIES

Candidates are allowed to use Hindi as an optional medium for writing all papers of the Foundation Programme (New Syllabus) (except the 'English & Business Communication' paper examinations on the following conditions:

- Except the 'English & Business Communication' paper which is required to be answered compulsorily in English only, the option of Hindi Medium for writing the examination is to be exercised for all remaining papers in the enrolment application form each time for appearing in the examination;
- option of medium for writing examination once exercised is irrevocable for that particular session of examination;
- answer books of candidates who write part of papers/answers in one medium and the remaining part in other medium are liable to be cancelled without any notice;
- candidates who have exercised option of Hindi Medium in their examination enrolment form for writing Foundation Programme, Examination will be provided Question Papers printed both in English and Hindi version (**except for 'English & Business Communication' paper which will be printed/required to be answered in English only**);
- if a candidate writes his/her answers in Hindi medium without exercising such an option in the enrolment application form, he/she may not be given credit for his/her answers;
- candidates opting Hindi Medium for the examination must write **HINDI MEDIUM** in bold letters on the top of the cover page of **Answer Book No.1, 1B**, as the case may be; and
- candidates opting Hindi Medium for examination may write answers to practical questions, headings, quotations, technical and legal terms, sections, rules, etc., in English, if they so desire.

7. AVAILING OF CONCESSION BY PHYSICALLY DISABLED CANDIDATES FOR WRITING EXAMINATIONS

Any physically disabled student who wishes to seek some concession/assistance for the purpose of appearing or writing the examination should make a separate written request therefor to the Sr. Director (Exams.) each time while submitting his/her application for enrolment to the examination together with the following supporting documents :

- Disability Certificate issued by the competent Medical Board/Head of Deptt. or Sr. Medical Officer (Specialists) of a Central or State Govt. Hospital certifying the nature (permanent or temporary) and percentage of disability, and its duration affecting the normal physical functions; and
- 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, ICAI, ICWAI, etc., granting him/her such assistance for appearing or writing the examinations.

COMPANY SECRETARIES EXAMINATIONS JUNE, 2009 RESULTS

RESULTS OF FOUNDATION PROGRAMME (NEW SYLLABUS) AND FOUNDATION COURSE (OLD SYLLABUS) EXAMINATIONS – JUNE, 2009

18646, 50, 54, 59, 60, 62, 63, 65, 66, 67, 70, 72, 73, 75, 76, 77, 78, 79, 80, 81, 83, 84, 85, 87, 92, 93, 94, 97, **18721**, 22, 25, 26, 27, 29, 33, 43, 44, 47, 51, 56, 57, 62, 63, 64, 66, 67, 72, 81, 82, 84, 85, 86, 91, 93, **18803**, 04, 05, 06, 14, 15, 18, 23, 24, 27, 30, 31, 34, 39, 40, 42, 45, 47, 50, 55, 56, 60, 61, 63, 64, 68, 75, 76, 80, 81, 84, 85, 91, 93, 95, **18908**, 09, 12, 13, 18, 19, 20, 22, 23, 24, 25, 34, 36, 42, 43, 44, 51, 52, 58, 59, 61, 65, 69, 71, 74, 81, 84, 86, 90, 94, **19001**, 02, 03, 09, 17, 18, 21, 27, 32, 33, 37, 39, 46, 54, 56, 58, 63, 69, 70, 71, 74, 75, 76, 78, 82, 87, 91, 93, 96, 98, **19102**, 03, 05, 06, 08, 12, 13, 14, 15, 17, 18, 19, 23, 27, 40, 42, 49, 50, 58, 60, 74, 75, 76, 77, 78, 79, 80, 81, 84, **19201**, 07, 20, 23, 25, 29, 33, 34, 36, 40, 41, 54, 63, 64, 66, 70, 71, 76, 77, 79, 81, 82, 83, 84, 87, 89, 90, 95, 96, 97, **19300**, 01, 02, 06, **19456**, 58, 61, 64, 65, 66, 68, 69, 72, 73, 75, 76, 78, 79, 80, 82, 83, 84, 85, 86, 87, 88, 89, 90, 92, 94, 95, 96, 98, 99, **19500**, 01, 02, 03, 05, 07, 08, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 23, 24, 27, 28, 29, 31, 32, 34, 35, 36, 37, 39, 40, 41, 42, 43, 45, 46, 48, 49, 51, 53, 54, 55, 56, **19609**, 11, 12, 15, 16, 19, 20, 21, 22, 23, 24, 27, 32, 34, 35, 36, 37, 38, 39, 42, 43, 62, 65, 67, 68, 71, 72, 73, 79, 84, 86, 90, 91, 92, 98, 99, **19701**, 04, 05, 06, 08, 09, 12, 13, 14, 15, 16, 17, 19, 21, 24, 25, 27, 30, 32, 33, 34, 36, 37, 43, 45, 46, 47, 48, 50, 51, 52, 54, 56, 57, 59, 60, 62, 63, 64, 69, 82, 83, 84, 87, 88, **19842**, 48, 51, 56, 57, 58, 59, 60, 61, 62, 64, 66, 68, 70, 71, 72, 73, 74, 75, 78, 79, 80, 81, 82, 83, 84, 85, 86, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, **19900**, 01, 02, 03, 05, 06, 08, 09, 10, 11, 16, 17, 18, 19, 20, 21, 24, 25, 26, 27, 28, 29, 30, 31, 32, 36, 37, 38, 39, 40, 41, 44, 96, 98, **20002**, 03, 04, 06, 09, 10, 11, 13, 16, 20, 25, 35, 36, 37, 46, 55, 61, 62, 64, 65, 71, 72, 73, 79, 87, 88, 90, 97, **20102**, 06, 09, 12, 13, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 37, 46, 47, 50, 51, 52, 53, 56, 57, 58, 59, 60, 65, 66, 69, 71, 74, 78, 85, 86, 89, 90, 95, 98, **20200**, 04, 07, 13, 15, 18, 19, 20, 22, 23, 27, 28, 29, 30, 31, 35, 41, 42, 45, 46, 47, 49, 51, 52, 53, 54, 55, 57, 58, 60, 62, 64, 65, 67, **20341**, 44, 45, 46, 47, 48, 50, 51, 52, 56, 58, 59, 60, 61, 62, 63, 64, 70, 71, 73, 74, 75, 76, 79, 80, 83, 84, 85, 87, 89, 91, 93, 94, 95, 96, 97, **20400**, 01, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13, 14, 15, 18, 19, 20, 22, 23, 24, 25, 26, 27, 28, 29, 31, 33, 34, 87, 88, 91, 92, 93, 94, 95, 97, 98, 99, **20500**, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 37, 38, 43, 45, 46, 47, 53, 54, 78, 81, 82, 83, 85, 89, 90, 92, 93, 95, **20614**, 16, 17, 18, 20, 21, 23, 24, 27, 28, 29, 30, 32, 33, 34, 35, 36, 37, 38, 39, 41, 42, 43, 45, 46, 48, 49, 50, 51, 53, 54, 56, 57, 59, 60, 61, 63, 64, 65, 66, 67, 68, 69, 71, 72, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, **20707**, 08, 09, 10, 11, 12, 15, 16, 19, 24, 30, 31, 32, 33, 34, 36, 37, 38, 39, 44, 45, 46, 47, 50, 52, 54, 55, 57, 58, 62, 64, 65, 68, 72, 73, 74, 75, 78, 80, 81, 82, 83, 86, 88, 89, 91, 92, 93, 94, 95, 96, 97, 98, **20801**, 02, 03, 04, 05, 06, 09, 11, 12, 14, 15, 16, 20, 21, 22, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 38, 39, 40, 41, 42, 43, 44, 45, 48, 49, 52, 54, 56, 57, 59, 65, 68, 69, 71, 73, 74, 75, 77, 78, 79, 80, 81, 82, 83, 84, 85, 88, 90, 97, 98, **20900**, 01, 02, 03, 04, 05, 06, 07, 09, 10, 11, 12, 15, 16, 17, 18, 20, 22, 23, 25, 27, 30, 32, 34, 35, 36, 37, 43, 44, 45, 48, 50, 51, 52, 55, 58, 60, 65, 66, 71, 73, 77, 78, 79, 80, 82, 83, 84, 85, 86, 95, 96, 97, 98, 99, **21001**, 02, 03, 04, 06, 09, 12, 13, 15, 16, 17, 18, 19, 20, 22, 23, 24, 26, 27, 28, 29, 30, 31, 35, 36, 37, 38, 39, 40, 42, 46, 49, 50, 53, 56, 57, 59, 60, 63, 64, 65, 66, 67, 68, 69, 70, 73, 75, 77, 78, 80, 82, 83, 87, 92, 93, 94, 95, 96, 97, 98, **21100**, 05, 06, 07, 08, 11, 12, 15, 18, 20, 21, 22, 23, 24, 26, 27, **21241**, 47, 55, 57, 58, 60, 63, 66, 68, 69, 70, 71, 72, 73, 81, 83, 85, 87, 88, 89, 91, 94, 96, **21301**, 03, 04, 05, 09, 13, 14, 15, 17, 21, 22, 25, 26, 28, 29, 33, 34, 35, 37, 39, 41, 42, 44, 46, 47, 50, 51, 53, 54, 55, 56, 58, 60, 61, 63, 65, 66, 67, 70, 71, 73, 74, 75, 76, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 95, 96, 97, 98, 99, **21401**, 02, 04, 05, 06, 07, 08, 09, 10, 11, 18, 19, 21, 22, 23, 24, 26, 27, 28, 32, 33, 37, 38, 40, 41, 42, 46, 49, 50, 51, 52, 53, 56, 57, 59, 60, 62, 63, 65, 66, 69, 71, 73, 74, 75, 76, 79, 80, 81, 86, 88, 89, 91, 92, 93, 95,

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**22500**, 01, 02, 03, 04, 05, 06, 07, 08, 11, 13, 14, 15, 16, 17, 18, 20, 21, 22, 23, 25, 26, 30, 32, 34, 35, 36, 37, 38, 39, 40, 43, 44, 46, 47, 50, 51, 53, 54, 55, 56, 59, 60, 62, 65, 66, 67, 68, 69, 70, 72, 73, 74, 77, 79, 80, 81, 84, 86, 90, 91, 92, 93, 94, 96, 97, 98, 99, **22600**, 01, 05, 06, 07, 08, 11, 13, 15, 16, 17, 18, 19, 20, 21, 22, 23, 25, 26, 28, 29, 30, 32, 33, 34, 36, 37, 38, 39, 41, 42, 44, 45, 46, 47, 48, 50, 54, 58, 60, 62, 66, **22753**, 55, 56, 57, 58, 59, 66, 75, 76, 77, 78, 79, 82, 84, 85, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 98, 99, **22800**, 02, 03, 05, 06, 08, 09, 10, 12, 13, 14, 16, 18, 20, 21, 24, 25, 26, 28, 29, 30, 32, 33, 34, 36, 37, 40, 42, 43, 44, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 68, 70, 72, 74, 75, 79, **22937**, 40, 45, 46, 48, 53, 54, 55, 60, 61, 62, 64, 65, 67, 68, 69, 70, 71, 72, 73, 76, 77, 81, 84, 85, 86, 88, 89, 91, 92, 93, 94, 95, 96, 98, **23002**, 03, 05, 06, 07, 09, 10, 12, 13, 17, 19, 20, 21, 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61, 62, 63, 65, 66, 68, 69, 70, 74, 75, 76, 77, 80, 81, 82, 83, 84, 85, 88, 89, 91, 92, 93, 94, 96, 99, **23400**, 01, 03, 04, 05, 06, 07, 08, 09, 10, 11, 13, 14, 15, 17, 19, 22, 24, 26, 27, 28, 29, 30, 31, 32, 33, 36, 38, 40, 41, 43, 44, 45, 47, 48, 50, 52, 53, 55, 56, 57, 58, 59, 60, 61, 63, 64, 66, 67, 68, 69, 70, 71, 73, 75, 76, 80, 82, 83, 84, 88, 89, 91, 94, 95, 96, 97, 98, 99, **23500**, 02, 04, 06, 07, 08, 09, 10, 11, 12, 14, 16, 18, 19, 21, **23723**, 24, 25, 30, 34, 35, 36, 38, 40, 45, 46, 50, 58, 61, 67, 68, 70, 72, 79, 84, 85, 87, 88, 91, 93, 94, 95, 98, 99, **23803**, 05, 06, 09, 10, 11, 13, 16, 18, 20, 24, 29, 31, 32, 33, 35, 36, 39, 41, 43, 44, 56, 61, 65, 71, 72, 73, 80, 81, 82, 85, 89, 93, 94, 95, 96, 97, 98, 99, **23901**, 02, 03, 04, 05, 06, 08, 11, 12, 14, 16, 19, 24, 28, 30, 31, 33, 34, 39, 40, 41, 44, 46, 52, 53, 54, 59, 80, 83, 85, 86, 87, 89, 91, 92, 93, 94, 95, 96, 98, 99, **24003**, 06, 07, 08, 10, 11, 12, 14, 17, 18, 19, 20, 21, 22, 25, 26, 27, 29, 30, 32, 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STUDENT SERVICES

49, 50, 51, 53, 54, 56, 57, 58, 59, 60, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 82, 83, 84, 86, 89, 90, 93, 94, 95, 96, 97, 99, **24100**, 01, 02, 03, 05, 06, 07, 08, 09, 11, 12, 13, 15, 16, 20, 21, 73, 77, 79, 82, 84, 85, 86, 88, 95, **24203**, 04, 05, 10, 20, 22, 23, 24, 25, 26, 28, 30, 31, 32, 33, 34, 35, 36, 37, 38, 43, 45, 47, 48, 49, 51, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 67, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 84, 85, 89, 91, 93, 95, 96, 97, 99, **24300**, 03, 05, 10, 61, 65, 66, 69, 71, 74, 77, 79, 81, 82, 83, 85, 89, 90, 91, 95, 96, 97, 98, **24402**, 03, 04, 05, 06, 08, 09, 10, 14, 15, 16, 17, 18, 19, 20, 21, 22, 24, 25, 26, 27, 29, 33, 36, 37, 38, 39, 41, 43, 44, 46, 48, 49, 50, 52, 53, 55, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 69, 72, 73, 75, 76, 77, 78, 79, 80, 82, 85, 87, 88, 89, 90, 91, 92, 93, 94, 96, 97, 98, 99, **24557**, 58, 59, 66, 67, 70, 71, 72, 77, 78, 79, 80, 81, 82, 83, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, **24601**, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 36, 37, 40, 41, 42, 43, 44, 45, 47, 51, 84, 85, 86, 87, 88, 90, 92, 93, 94, 95, 96, 98, **24700**, 03, 08, 10, 12, 13, 37, 49, 50, 51, 54, 55, 56, 63, 66, 69, 71, 72, 74, 75, 78, 82, 83, 84, 85, 87, 91, 92, 93, 97, 98, **24800**, 01, 02, 03, 05, 06, 07, 08, 09, 12, 13, 14, 15, 16, 18, 21, 24, 27, 28, 30, 31, 32, 42, 43, 65, 66, 68, 69, 70, 91, 92, 94, 95, 98, 99, **24900**, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13, 15, 16, 17, 19, 20, 21, 22, 23, 24, 27, 28, 30, 31, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 47, 48, 70, 71, 73, 78, 79, 83, 85, 91, **25010**, 12, 14, 16, 17, 20, 21, 22, 25, 26, 29, 30, 31, 32, 33, 34, 38, 39, 40, 41, 42, 46, 70, 71, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 85, 86, 88, **25101**, 05, 07, 10, 11, 13, 15, 18, 19, 20, 21, 23, 24, 25, 27, 28, 30, 31, 32, 33, 34, 36, 37, 38, 39, 40, 41, 42, 43, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 58, 59, 60, 61, 62, 64, 65, 68, 69, 70, 74, 75, 76, 78, 81, 83, 84, **25207**, 08, 09, 19, 20, 21, 23, 24, 26, 27, 28, 29, 30, 32, 34, 39, 44, 46, 48, 50, 52, 54, 55, 56, 59, 60, 61, 62, 63, 64, 65, 66, 69, 71, 72, 73, 74, 75, 78, 80, 81, 83, 84, 85, 88, 89, 90, 91, 93, 94, 95, 97, **25329**, 31, 32, 33, 35, 36, 37, 38, 39, 41, 42, 46, 47, 49, 50, 52, 53, 54, 59, 60, 62, 63, 64, 65, 71, 74, 76, 77, 79, 80, 81, 83, 84, 86, 87, 88, 89, 90, 91, 92, 94, **25417**, 19, 20, 22, 26, 27, 32, 34, 37, 40, 41, 42, 43, 44, 45, 46, 47, 48, 51, 52, 53, 55, 56, 57, 58, 59, 60, 62, 64, 65, 67, 71, 76, 78, 81, **25509**, 10, 11, 14, 15, 17, 18, 20, 21, 22, 23, 26, 27, 31, 32, 38, 41, 43, 44, 46, 49, 51, 52, 53, 54, 59, 61, 63, 86, 89, 97, 98, **25600**, 34, 38, 50, 51, 54, 56, 63, 66, 70, 75, 76, 77, 86, 88, 89, 92, 94, **25702**, 03, 04, 05, 08, 15, 16, 19, 20, 22, 23, 24, 25, 30, 31, 35, 41, 50, 56, 62, 63, 64, 66, 67, 68, 70, 71, 73, 75, 77, **25838**, 39, 42, 44, 50, 51, 56, 63, 64, 66, 69, 70, 72, 73, 74, 75, 76, 77, 78, 82, 83, 84, 85, 86, 87, 88, 91, 94, 95, 97, 98, **25900**, 01, 02, 03, 05, 06, 08, 09, 11, 12, 13, 14, 16, 20, 21, 22, 23, 25, 26, 30, 31, 32, 33, 35, 37, 38, 39, 40, 41, 42, 44, 45, 46, 47, 49, 50, 55, 59, 61, 62, 63, 64, 67, 68, 69, 74, 75, 77, 79, 80, 81, 83, 84, 85, 87, 88, 91, 93, 98, 99, **26000**, 01, 02, 04, 05, 07, 12, 14, 16, 18, 20, 21, 23, 79, 80, 83, 89, 92, 95, 96, 97, 98, 99, **26100**, 01, 03, 05, 06, 07, 09, 10, 11, 14, 15, 18, 19, 22, 26, 28, 41, 44, 46, 47, 50, 51, 52, 53, 54, 56, 58, 59, 62, 66, 68, 70, 93, 99, **26200**, 02, 03, 05, 09, 12, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29, 31, 33, 37, 39, 41, 42, 43, 44, 45, 46, 47, 69, 70, 72, 73, 74, 77, 79, 80, 81, 82, 89, 91, 93, 94, 97, **26304**, 05, 06, 07, 09, 11, 13, 18, 19, 20, 21, 25, 30, 35, 37, 38, 42, 45, 46, 48, 49, 50, 53, 55, 57, 58, 59, 60, 62, 64, 68, 71, 74, 76, 83, 84, 85, 89, 93, 96, 99, **26400**, 01, 02, 05, 07, 10, 16, 17, 71, 78, 85, 87, 88, 90, 91, 93, 96, **26501**, 02, 06, 07, 12, 14, 43, 45, 46, 47, 48, 49, 52, 69, 72, 77, 80, 82, 83, 85, 90, 91, 92, 93, 95, 96, 98, 99, **26600**, 01, 03, 04, 06, 28, 34, 36, 54, 56, 57, 58, 61, 63, 67, 68, 69, 70, 71, 72, 91, 92, 93, 94, 95, 96, 99, **26700**, 01, 03, 06, 07, 12, 13, 34, 35, 54, 56, 57, 58, 59, 60, 79, 82, 83, 86, 87, 88, 90, 92, 93, 98, 99, **26805**, 07, 09, 11, 14, 15, 16, 18, 20, 22, 24, 26, 28, 30, 32, 33, 35, 38, 39, 41, 42, 43, 44, 45, 46, 47, 48, 52, 53, 57, 58, 59, 60, 62, 66, 69, 72, 73, 75, 76, 77, 82, 83, 85, 86, 87, 90, 91, 93, 94, 95, 97, 99, **26900**, 01, 03, 04, 07, 11, 13, 14, 15, 24, 25, 26, 28, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42, 46, 50, 51, 62, 86, 87, **27050**, 51, 56, 80, 81, 82, 83, 84, 87, 89, 92, 96, 98, **27100**, 01, 02, 03, 05, 06, 08, 09, 10, 14, 15, 16, 19, 20, 21, 22, 23, 24, 26, 28, 31, 32, 37, 38, 39, 40, 41, 42, 45, 47, 48, 49, 50, 52, 54, 55, 58, 59, 60, 62, 64, 68, 69,

71, 72, 73, 76, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 92, 93, 94, 95, 96, 97, 98, **27200**, 02, 03, 05, 08, 09, 10, 11, 14, 16, 18, 19, 22, 24, 30, 31, 32, 33, 34, 35, 36, 37, 38, 40, 42, 43, 47, 48, 49, 50, 51, 52, 55, 56, 58, 59, 60, 61, 62, 64, 65, 67, 68, 71, 73, 74, 76, 77, **27340**, 41, 42, 43, 46, 47, 48, 51, 52, 55, 56, 58, 59, 60, 61, 62, 65, 67, 89, 92, 93, 95, 96, **27401**, 02, 03, 04, 06, 07, 08, 09, 10, 12, 13, 14, 16, 17, 18, 26, 28, 31, 32, 34, 35, 36, 38, 40, 44, 46, 50, 51, 77, 82, 83, 84, 85, 86, 87, 89, 90, 91, 95, 97, 98, **27500**, 02, 05, 08, 12, 13, 15, 18, 21, 25, 32, 35, 36, 37, 38, 43, 44, 45, 49, 50, 51, 52, 53, 58, 59, 61, 62, 63, 64, 65, 66, 69, 70, 72, 73, 74, 81, 82, 83, 84, 85, 87, 89, 90, 91, 92, 93, 94, 96, 97, 98, 99, **27600**, 02, 03, 04, 05, 06, 07, 08, 11, 13, 14, 16, 18, 19, 20, 22, 76, 86, 89, 94, 95, **27714**, 15, 17, 33, 35, 36, 39, 40, 42, 43, 44, 45, 49, 51, 54, 55, 57, 62, 64, 67, 68, 69, 73, 74, 75, 76, 77, 80, 81, 83, 86, 88, 94, 95, 97, 98, **27800**, 02, 03, 04, 05, 06, 07, 09, 11, 14, 16, 17, 18, 19, 21, 23, 26, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 44, 45, 46, 47, 50, 51, 52, 53, 57, 59, 62, 63, 65, 66, 67, 68, 70, 71, 72, 74, 76, 77, 78, 79, 80, 83, 85, 86, 89, 90, 93, 95, 98, 99, **27901**, 03, 04, 05, 08, 10, 12, 13, 14, 17, 18, 19, 22, 23, 24, 29, 32, 33, 36, 37, 38, 41, 42, 43, 44, 47, 48, 49, 50, 51, 53, 54, 56, 58, 59, **28015**, 24, 25, 35, 36, 39, 42, 44, 46, 48, 49, 50, 52, 53, 55, 56, 57, 58, 59, 60, 61, 63, 64, 65, 70, 71, 72, 73, 78, 80, 81, 83, 84, 85, 86, 87, 88, 90, 92, 93, 94, 95, 96, 99, **28100**, 03, 25, 26, 27, 28, 30, 32, 33, 35, 39, 40, 41, 43, 44, 45, 46, 47, 50, 51, 53, 54, 55, 61, 66, 70, 71, 75, 76, 77, 78, 79, 80, 83, 84, 85, 87, 89, 90, 91, 93, 95, 97, 98, **28202**, 03, 06, 10, 11, 12, 13, 14, 15, 16, 18, 19, 21, 23, 25, 26, 27, 28, 32, 33, 35, 36, 37, 38, 42, 44, 45, 46, 49, 50, 51, 52, 54, 55, 56, 57, 58, 60, 61, 63, 64, 66, 67, 70, 71, 72, 74, 75, 78, 79, 80, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 94, 95, 96, 97, 99, **28300**, 01, 02, 03, 04, 05, 06, 07, 09, 10, 11, 12, 13, 14, 16, 19, 20, 21, 22, 23, 24, 26, 28, 29, 30, 32, 33, 34, 35, 36, 38, 39, 40, 41, 42, 43, 44, 45, 46, 48, 49, 50, 52, 54, 56, 57, 58, 59, 60, 63, 64, 65, 67, 68, 69, 70, 71, 73, 75, 77, 78, 79, 82, 83, 84, 87, 88, 91, 92, 93, 94, 96, 97, 98, 99, **28401**, 02, 03, 04, 05, 06, 08, 10, 12, 16, 17, 18, 19, 20, 21, 26, 27, 29, 30, 31, 32, 33, 34, 36, 37, 38, 39, 43, 44, 45, 49, 51, 52, 53, 55, 56, 57, 58, 59, 60, 61, 63, 66, 67, 70, 72, 73, 74, 75, 80, 81, 82, 83, 85, 86, 87, 90, 91, 95, 96, **28501**, 07, 08, **28605**, 14, 15, 16, 18, 19, 23, 24, 26, 27, 28, 30, 31, 32, 33, 34, 35, 37, 41, 42, 43, 44, 47, 51, 52, 69, 74, 75, 76, 77, 80, 82, 83, **28704**, 07, 08, 09, 11, 21, 22, 23, 24, 29, 31, 32, 35, 48, 51, 52, 54, 56, 58, 59, 60, 61, 65, 67, 70, 71, 74, 76, 78, 79, 80, 81, 82, 87, 90, 92, 93, 95, 96, 97, **28800**, 01, 03, 06, 08, 12, 13, 14, 15, 17, 18, 20, 21, 24, 25, 26, 27, 28, 29, 32, 33, 34, 35, 36, 38, 39, 40, 41, 42, 44, 45, 46, 47, 48, 51, 53, 54, 55, 56, 57, 61, 68, 70, 71, 72, 74, 78, 79, 81, 84, 87, 88, 89, 92, 93, 95, 98, **28901**, 02, 03, 06, 08, 12, 14, 15, 18, 20, 21, 26, 27, 29, 31, 35, 37, 38, 39, 40, 41, 42, 43, 44, 46, 52, 53, 54, 57, 59, 61, 65, 66, 67, 69, 70, 71, 72, 73, 74, 76, 81, 83, 86, 90, 91, 93, **29074**, 76, 80, 81, 82, 84, 85, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 29115, 16, 17, 18, 19, 22, 23, 24, 25, 27, 28, 31, 32, 33, 34, 36, 40, 41, 42, 44, 46, 47, 48, 49, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 66, 68, 96, **29200**, 04, 07, 09, 11, 12, 14, 15, 18, 19, 24, 25, 29, 30, 31, 33, 36, 38, 43, 44, 45, 46, 47, 48, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 67, 68, 93, 94, 95, 96, 97, 98, 99, **29300**, 02, 03, 06, 07, 12, 14, 16, 17, 37, 38, 40, 42, 44, 45, 48, 53, 58, 59, 62, 63, 65, 68, 69, 72, 73, 74, 77, 81, 82, 83, 84, 85, 86, 88, 89, 90, 91, 92, 94, 95, 97, 98, 99, **29400**, 01, 02, 03, 04, 08, 09, 11, 12, 13, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 26, 28, 29, 30, 31, 32, 36, 39, 42, 43, 45, 47, 48, 49, 51, 52, 53, 55, 56, 57, 58, 61, 63, 64, 65, 66, 68, 69, 70, 71, 73, 74, 75, 78, 80, 82, 83, 86, 87, 88, 89, 92, 94, 98, **29500**, 05, 06, 07, 08, 09, 14, 15, 16, 17, 20, 22, 77, 81, 84, 85, 86, 87, 88, 92, 99, **29600**, 02, 03, 04, 08, 11, 12, 30, 32, 34, 35, 36, 37, 38, 40, 41, 42, 43, 44, 45, 46, 47, 48, 50, 51, 55, 56, 57, 58, 59, 61, 62, 63, 64, 66, 67, 68, 72, 73, 74, 75, 79, 80, **29702**, 03 ENDS

RESULT CANCELLED : RollNo/s 20770, 76 ENDS.

STAGE : FOUNDATION

307, 376, 459, 616, 821, 1008, 93, 1204 ENDS.

NOTIFICATION

No.ICS/CS/5/2009

In accordance with the "Merit-cum-Means Assistance (Company Secretaryship Course) Scheme, 1983", as in force, the following students have been selected for award of "Merit-cum-Means Assistance" for Executive Programme and Final/Professional Programme Courses on the basis of results of Foundation Course/ Foundation Programme and Intermediate/Executive Programme Examinations, December, 2008 and fulfilling the eligibility criteria:

Sl. No.	Name of the Student	Student Regn. No.
FOR EXECUTIVE PROGRAMME		
1.	Ms. Pankhuri Singhal	220686355/02/2009
2.	Mr. Nikhilesh Vashistha	220694521/03/2009
3.	Ms. Rachita Jain	220688571/02/2009
4.	Ms. Ankita Mittal	220672047/02/2009
5.	Mr. Nitin Mahajan	220673905/02/2009
6.	Ms. Rachita Gohil	420604290/02/2009
7.	Mr. Naman Agarwal	120310349/02/2009
8.	Mr. Shantanu Singhani	420597723/02/2009
9.	Mr. Nitin Kumar Goyal	220685560/02/2009
10.	Mr. Ashish Sharma	220685348/02/2009
11.	Mr. Gaurav Kumar A Mehta	420628204/05/2009
12.	Ms. Bir Inder Kaur	220677030/02/2009
13.	Ms. Anusha G.A.	320480209/02/2009
14.	Mr. Jidhin Nehlad	320491532/04/2009
15.	Mr. Gautam	220669477/02/2009
FOR FINAL / PROFESSIONAL COURSE		
1.	Mr. Ankur Garg	220581469/02/2008
2.	Mr. Harsh Joshi	120277647/02/2008
3.	Mr. Pradeep Kumar Bansal	220591621/02/2008
4.	Mr. Ankit Garg	220581474/02/2008
5.	Mr. Santosh Kumar	120270197/02/2008
6.	Mr. Dharamveer Singh	220582791/02/2008
7.	Ms. Puja Agarwal	120276619/02/2008
8.	Mr. Saurav Toshniwal	120268115/11/2007
9.	Ms. Dheera Haran	220556837/08/2007
10.	Ms. Anamika Sarswat	220582295/02/2008
11.	Ms. Rajni Jha	120276767/02/2008
12.	Mr. Sumanta Kumar Behera	320414541/02/2008
13.	Mr. Jagdish Prasad Sharma	320420000/02/2008
14.	Mr. Aslam Ahmad	220588903/02/2008
15.	Ms. Chesta Bhatia	220582380/02/2008

BY ORDER OF THE COUNCIL

(N K JAIN)
SECRETARY & CEO

File No.207:Exams:D-2008
New Delhi 110 003
Dated the 1st July, 2009

PROHIBITION ON CARRYING MOBILE PHONES TO EXAMINATION VENUE

Candidates intending to appear in the 'Company Secretaries' examinations may note that carrying of Mobile phones, pagers or any other communication devices are strictly prohibited into the premises where "Company Secretaries" examinations are conducted. Candidates are, therefore, advised not to bring any such prohibited items to the examination venue, as the Institute and/or the Examination Centre Staff shall not be responsible for safekeeping of any such item(s). Infringement of these instructions shall tantamount to adoption of unfair means and entail disciplinary action.

ATTENTION STUDENTS !

NEW EXAM. CENTRE AT AJMER AND CALICUT (FROM DECEMBER, 2009 EXAMS.)

The Institute is pleased to announce opening of two new Examination Centres at Ajmer and Calicut for conduct of 'Company Secretaries' examinations, on an experimental basis, beginning from December, 2009 examinations onwards.

Accordingly, students are welcome to opt for new examination centres Ajmer (Centre Code 228) and Calicut (Centre Code 316) in their Examination Forms for December, 2009 examinations, if they so desire. Such of those students who have already submitted their Examination Forms for December, 2009 examinations, but now wish to appear in the aforesaid examination from Ajmer or Calicut Centres, may send their written requests on a plain paper to the Director (Students Services) of the Institute **for allowing change of Examination Centre to Ajmer/Calicut latest by 20th October, 2009** giving reference of his/her earlier Examination Enrolment Form, Student Name; Registration No.; Stage of Examination; Details of Examination Fee remitted; and Examination Centre opted previously.

ON LINE SERVICES AVAILABLE FOR STUDENTS OF THE INSTITUTE

(VISIT : <http://www.icsi.edu>)

- Students can avail On Line Registration facility to get registered for Foundation and Executive Programme.
 - E-Learning Portal (<http://elearning.icsi.edu>) for CS Foundation Programme.
 - On Line Queries are available for the students :
 - Application Status Query
 - Over all status Query
 - Examination Enrollment Admit Card
 - Enrollment Status Query
- (Note : Visit Over-all status. Discrepancy/Error if any found, may be brought to our notice)
- Guidelines for Switch Over to New Syllabus
 - Forms for Students
 - Previous Year Question Papers
 - FAQs
 - Important Dates
 - Students' Bulletin (Both Foundation and Regular Programme)

ADOPTION OF UNFAIR MEANS

While considering matters concerning conduct of Institute's June, 2009 examinations, the Examination Committee found one Intermediate (Old Syllabus) examinee bearing Roll No.1454 (Regn. No.ERO245523); two Foundation Programme (New Syllabus) examinees bearing Roll Nos. 20770 (Regn. No.210352794), Roll No. 20776 (Regn. No.210359877), and one Executive Programme (New Syllabus) Examinee Roll No.34457 (Regn. No.220567391) guilty of adopting unfair means in the examinations. Accordingly, the Committee - (a) cancelled results of their appearance in June, 2009 Examinations; and (b) debarred them from appearing in next two sessions of examination. The Committee further observed that such an unbecoming behaviour was not befitting the aspirants intending to join the profession of 'Company Secretaryship' and, therefore, any such attempt to indulge in unfair practice by the examinee(s) shall be viewed seriously.

Sd/-
(N.K. Jain)
Secretary & CEO

NEWS FROM THE INSTITUTE

Broadcast on Career as a Company Secretary on BBC

On 12.9.2009 a 15 minutes programme on Career as a Company Secretary was broadcast on the Hindi News Service of BBC at 8.15 P.M. An interview with N.K. Jain, Secretary & CEO, the ICSI on the career prospects for company secretaries was broadcast during the Career Show. The show was also available online during the programme "aajkal" on the website bbcindia.com. The programme was coordinated by Dr. Amita Ahuja, Senior Director(Public Relations & Corporate Communication).

EASTERN INDIA REGIONAL COUNCIL

New Batch of Foundation Programme Oral Coaching Classes for June 2010 Examinations

From 3.11.2009 the EIRC of the ICSI proposes to commence new batch of Foundation Programme Oral Coaching Classes for students appearing in June 2010 CS Examination at ICSI-EIRC Building, 3A, Ahiripukur 1st Lane, Kolkata 700 019. Timings: 1.00 P.M. to 4.00 P.M. (4 days a week). Fees: Rs. 2,600.

HOOGHLY CHAPTER

Career Awareness Programmes

On 1.8.2009 Somnath Chowdhury, Office bearer of Hooghly Chapter and Manisha Agarwal, student of ICSI in assistance with S. Sreejesh, Desk Officer (Career Awareness) of ICSI-EIRO conducted two Career Awareness Programmes at Mahesh Sri Ram Krishna Ashram Vidyalaya, Rishra and Konnagar Sri Arbinda Vidya Pith. On 8.8.2009, Rajesh Ghorawat, Chairman and Ashok Purohit, Secretary, Hooghly Chapter of ICSI-EIRC conducted Career Awareness Programme at Rishra Brahmand Keshaw Chandra High School, Rishra. On 28.8.2009, Somnath Chowdhury and Kavita Surana, Final student conducted Career Awareness Programme at Nabagram Hiralal Paul Balika Vidyalaya, Konnagar.

During the programmes the speakers deliberated on the role and importance of Company Secretaries in current scenario. Students were asked to visit the Chapter office of Hooghly for across the table counseling and registration. Students were given brochures and apprised about cut off dates, course structure, duration of courses, admission procedure, coaching classes, fees, timing of examinations, etc. They were also informed about the role of Company Secretary in employment and practice. The Principal and teachers were highly impressed and they thanked for taking up the session at their school premises. Teachers Kit was also provided to the Principal of the school at the start of each programme. Students actively participation in the programme.

NORTHERN INDIA REGIONAL COUNCIL

Foundation Programme Regular Classes through Interactive Learning for June 2010 Examinations

Date of Commencement of Classes : 27th October 2009. Venue: NIRC-ICSI, 4, Prasad Nagar Institutional Area, New Delhi 110005.

The Classes will be held between 7.30 A.M.–9.30 A.M., 12.30 P.M.–2:30 P.M., 3:00 P.M.–5.00 P.M., 5.30 P.M. – 7.30 P.M.

No. of Lectures: 120 (Daily one lecture) Fees : Rs.4,000/-

Note: Each Lecture is of two hours duration. Admissions on first come first served basis. Commencement of Classes is subject to availability of sufficient number of students in each batch. The students undergoing Oral Coaching and passing the required eligibility tests need not to submit the response sheets under postal tuition scheme.

Interested students may deposit the fee at NIRC of ICSI, 4, Prasad Nagar Institutional Area, New Delhi 110005 in cash/demand draft in favour of the NIRC of ICSI payable at New Delhi.

For further details contact : NIRC of the ICSI. Tel: 011-25769352, 25816593, 25763090, 25767190. Tele Fax : 011-25722662, Email: niro@icsi.edu, edoniro@icsi.edu

Career Awareness Programme

The Regional Council organized Career Awareness Programmes as per details given below: On 17.8.2009 the Career Awareness Programmes were held at Saraswati Vidyalaya, Vardhman Siksha Mandir and Anglo Sanskrit Secondary School, Daryaganaj, New Delhi. On 18.8.2009 the Career Awareness Programmes were held at S B V Sr. Secondary School, Vikas Sadan, Kendriya Vidyalaya, Sadiq Nagar and Rajkiya Pratibha Vikas Vidyalaya, Tyagraj Nagar, New Delhi. On 19.8.2009 the Career Awareness Programmes were held at Mont Fort School, Ashok Vihar Phase I & Kendriya Vidyalaya, R.K. Puram. On 20.8.2009 the Career Awareness Programmes were held at Sarvodaya Kanya Vidyalaya - 1, Sarvodaya Boys Vidyalaya and Pratibha School, Narela, on 21.8.2009 the Career Awareness Programme was held at Sarvodaya Kanya Vidyalaya-II, Narela, on 22.8.2009 at Raghbir Singh Modern School and on 24.8.2009 at B R Mehta Sr. Sec. School, Lajpat Nagar, New Delhi. The programmes were addressed by J.K. Bareja, FCS, T.R. Mehta, EO, NIRO, Geetanjali S. Rathore, DO and Animesh official of the NIRO. In the above programmes, the students were apprised about the mode of registration in the course, syllabus, structure of the course and also the avenues available after completion of the Company Secretary ship Course both in employment and in practice. Pamphlets explaining Career in Company Secretary ship Course were distributed to the students.

ICSI-MOTHER TERESA INSTITUTE OF MANAGEMENT AND VOCATIONAL STUDIES ORAL TUITION CENTRE

Oral Coaching Classes For Foundation Programme For June 2010 Examination

Oral Coaching classes for Foundation Programme are likely to commence from 29.10. 2009.Course Fee: Rs.4000/- Timings: 4.30 to 6.00 P.M. (Monday to Saturday).Registration open on all working days between 9.30 A.M. and 5:00 P.M. Admission on first-come-first-served basis.

For further details, contact: J.K.Chawla, Mother Teresa Institute of Management & Vocational Studies, C-Block, Preet Vihar, Delhi-110092
Phones: 22057200, 42420552, 42420553
Fax: 22509200 Email: mtim@vsnl.net

CHANDIGARH CHAPTER

Career Awareness Programmes

The Chapter organized Career Awareness Programmes as under:

On 17.8.2009 at I S Dev Samaj Model Sr. Sec. School, Sector 21-C, Dev Samaj College, Sector 45, (Commerce Stream), GGSDS College, Sector 32, (B.Com 1 Year students) Deptt. of Laws, Panjab University, (5 years Law students), S.D. Public School, Sec.32 (Commerce Stream), GGSDS College, Sec.32, (B.Com 2nd year students) Chandigarh. DAV Sr. Sec. School, Phase X, Mohali, Sri Guru Harkrishan Model Sr. Sec. School, Sec.38, Govt. Model Sr. Sec. School, Sec.33, Govt. College, Sec.46A, (Commerce Stream) Govt. College for Boys, Sector 11, Chandigarh.

GURGAON CHAPTER

Career Awareness Programmes

On 20.8.2009 Gurgaon Chapter of NIRC of the ICSI organized two career awareness programmes at Gurgaon. The First Career Awareness Programme was organized at Govt. Boys Sr. Secondary School. The programme was attended by 200 students and staff members of the school. On the same day the second Career Awareness Programme was held at Govt. Boys Sr. Secondary School, Jharsa, Gurgaon. The programme was attended by 250 students and staff members of the schools.

The career awareness programmes were addressed by Shikha Jain, ACS, Apoorva Kumar, Chairman, Career Awareness Committee, Gurgaon Chapter and Company Secretary and Head-Finance of Delhi Assam Roadways Corporation Ltd. and K.K. Singh, PCS and Regional Council Member, NIRC.

KANPUR CHAPTER

Career Awareness Programme

On 25.7.2009, a Career Awareness Programme was organized by the Kanpur Chapter of NIRC of the ICSI at Kanpur Vidya Mandir, Swaroop Nagar, Kanpur. The programme commenced with showing of the film on "Career as a Company

Secretary". CS Jitendra Awasthi, Vice-chairman, CS Ruma Chaturvedi, CS Ashish Tiwari and Gvanendra Singh informed the audience about various facets of the profession. CS Jitendra Awasthi gave some tips to the students while selecting the career and to evaluate a profession on the basis of aspects like, recognition, job opportunities, stability, status etc. and highlighted suitability of the profession of CS in every economic scenario - Boom in the economy or in times of recession. Practising Company Secretary Ruma Chaturvedi briefed the students about the services which Practising Company Secretaries can render such as Appearances before quasi-judicial bodies, incorporation and other work of a company, Secretarial audit, internal audit of Depository Participants. She also emphasized that the role of practising company secretaries is not limited to companies only but it has expanded to other types of business organizations as well depending upon their line of activities. In this connection he cited the latest example of SEBI Circular which requires internal audit of stock brokers by a practising company secretary or other professionals.

CS Gvanendra Singh informed the students about syllabus, fee structure, training etc. and underlined that an average student with expense of around Rs. 25,000/- can complete the course in three and a half years. As this is a distant learning programme, availability of study material and other student service is very important. In this connection he informed the students that the Kanpur Chapter of ICSI has all the facilities - registration, coaching, library etc. in addition to on line facilities on website of the Institute i.e. www.icsi.edu, which are accessible from the remotest corner of the country. The information about e-learning facilities provided by ICSI for studies was also given.

CS Ashish Tiwari, Company Secretary, Raghunath Group explained the position, responsibilities and role of a Company Secretary in employment with a company like Principal Officer, Compliance Officer, coordinator. He emphasized that it is the only profession in which one gets the opportunity to interact with the highest level of management in an organization from day one.

MODINAGAR CHAPTER

Career Awareness Programmes

On 29.8.2009 the Chapter organized Career Awareness Programme in Dr.K.N. Modi Science & Commerce College, Modinagar. The programme was attended by approximately 200 students of 10+2 standard of commerce stream. Principal A.K. Gar and Commerce faculty members of the college were also present on the occasion. On the same day another Career Awareness programme was conducted in Shatabadi Public School, Kadrabad, Modinagar which was attended by approximately 100 students. School Principal Anuradha Malik and commerce faculty members were also present on the occasion. Surendra Kr. Sharma, Treasurer, Mukesh Kr. Tonk and Pooja Sharma, Managing Committee members of the Chapter along with A.S. Chauhan, Executive Officer of the Chapter Office addressed the students apprising them about the course contents, registration procedure, fee structure and avenues available to the profession. Informative leaflets explaining CS course were also distributed amongst the participants. The programmes were given wide coverage by the media people.

NOIDA CHAPTER

Career Awareness programmes

The Chapter conducted the following Career Awareness Programmes:

On 20.8.2009 at Marigold School, Sector 19 Noida. The programme was carried by a team headed by Preeti Grover. About 90 students attended the programme and the Chapter received an overwhelming response. On 21.8.2009 at Cambridge School, Greater Noida. The programme was carried out by a team headed by Rajiv Bajaj. About 80 students attended the programme and were extremely inquisitive about the profession of CS.

SOUTHERN INDIA REGIONAL COUNCIL

Oral Coaching Classes For Foundation Programme For June 2010 CS Examinations

The SIRC of the ICSI is commencing Oral Coaching Classes for Foundation Programme for June 2010 examinations from 14.12.2009. Last date for receipt of application: 07.12.2009. Fees: Rs.3000.

For further details contact:

**SIRC OF THE ICSI, New No.9, Wheat Crofts Road,
Nungambakkam, Chennai - 600 034. Phone: (044) 28279898,
28268685. E-mail: siro@icsi.edu**

MODEL EXAMINATION FOR DECEMBER 2009 EXAMINATION

The SIRC of the ICSI is organizing model examination for December 2009 examinations for Foundation Programme from 23.11.2009 to 26.11.2009 at SIRC of the ICSI, No.9, Wheat Crofts Road, Nungambakkam, Chennai - 600 034. The Model Examination will be an exercise to the students to confidently face the Institute's main examination and also to have a model of what is expected from the students in the Institute's examination. The Model Examination fee is Rs.200/- per Module. The fee can be remitted by way of cash or Demand Draft favouring "SIRC of the ICSI" payable at Chennai. The last date for Registration is November, 16, 2009. Interested Students may contact SIRC of the ICSI through phone (044) 28279898 / 28268685; E-mail: siro@icsi.edu

TIME TABLE & PROGRAMME

Foundation programme

Date & Day	Timing (10.00 AM to 01.00 PM)
23.11.2009 Monday	English and Business Communication
24.11.2009 Tuesday	Economics and Statistics
25.11.2009 Wednesday	Financial Accounting
26.11.2009 Thursday	Elements of Business Laws and Management
The above Model Examination will be conducted subject to Registration of Sufficient Number of Candidates.	

Live 'Phone - In' Programme about CS Course on AIR

On 29.8.2009 the ICSI - SIRC participated in an hour long Live Phone - In programme in the 'All India Radio - (FM)' between 10.00 A.M. and 11.00 A.M. Sarah Arokiaswamy, Joint Director, SIRC of the ICSI participated in the programme. Many listeners phoned and enquired about the CS course which was aptly replied by the Joint Director. Again on 13.9.2009 ICSI - SIRC participated in an hour long live 'Phone - In' programme in the 'KALAI GNAR NEWS TV', a popular Tamil television channel in Tamil Nadu between 09.30 A.M. and 10.30 A.M. R Sridharan, Council Member, The ICSI participated in the programme on behalf of the ICSI - SIRC. Many viewers from all over Tamil Nadu made telephonic enquiries about the CS course.

Commencement of Oral Coaching Classes

On 20.7.2009 the SIRC of the ICSI commenced Oral Coaching Classes for Foundation Programme (Morning and Evening Batch) for December 2009 examinations at ICSI-SIRC House, 9, Wheat Crofts Road, Nungambakkam, Chennai 600 034.

COIMBATORE CHAPTER

Career Awareness Programme

On 4.8.2009 the Chapter organised a Career Awareness Programme at GD Matriculation Higher Secondary School, Coimbatore and Karuniya International Residential Higher Secondary School, Coimbatore. In both the programmes, C. Thirumurthy, Chapter Chairman talked about the career opportunities in employment and in practice for the students and also explained the course contents, curriculum, examination pattern etc., and the facilities provided by the Chapter to the students of the Institute. The Chairman explained about the course to the interested students individually. More than 150 students participated in the above programme. A career film was shown to the students and brochure explaining the CS course was distributed to the students present. The Chairman and D Murali Kumar replied the queries raised by the students.

WESTERN INDIA REGIONAL COUNCIL

Career Awareness Programmes

The WIRC organized the following Career Awareness Programmes:

On 1.8.2009 the Career Awareness Programme was held at Kendriya Vidyalaya, Antop Hill, Mumbai; on 3.8.2009 at Kendriya Vidyalaya No 2, Colaba, Mumbai; on 4.8.2009 at Kendriya Vidyalaya at Malad (W), Mumbai; on 12.8.2009 at Kendriya Vidyalaya, No.3 & No.1 at Colaba, Mumbai; on 27.8.2009 at Shree Narayana Guru College of Commerce, Kum.U.R. Shah Women's College of Commerce, Mumbai. On 28.8.2009 at RBK International Academy, Chembur (E) Express Highway. The Career Awareness Programmes were addressed by the following officials jointly and severally. Atul Gandhi, PCS, Snehal Shah, PCS, Kaushik Jhaveri, PCS, Bharat Upadhaya, PCS, Lachhmi Bhatt, Desk Officer, Bharat, Official of the Regional Office.

HELP DESK OF THE ICSI

The Directorate of Student Services in order to provide Single Window Services to the students is operating from a spacious building located at Noida; which is one of the fully developed townships in the periphery of Delhi and also home to some of the big names in the field of Information Technology / IT Enabled Services. In view of the above, for all queries and services, students are advised to contact the following address:

Director (Student Services)
The Institute of Company Secretaries of India
C-37, Sector-62, NOIDA – 201 309

Further, the contact numbers and E-Mail ids of the contact persons for various queries and services are furnished below. Students may please note that, it is in their own interest to address the query to the right person for prompt response.

S. No.	Nature of Query	Contact Person	Telephone Number (STD Code :120; From Delhi : 95120)	E-Mail id
1.	Registration Status/ Issue of Study Material, etc. for			
	(a) Intermediate Course/Executive Programme	Ms. Anju Gupta	4239993-98 Extension 2022 & 2023	ss_reg@icsi.edu
	(b) Foundation Programme	Mr. D P Dagar/ Mr. Rajesh Sharma		ss_fond@icsi.edu
	(c) Denovo/Extn./Final Enrolment	Ms. Archana Goel/ Ms. Harvinder Kaur	4239993-98 Extension 2126	ss_post@icsi.edu
2.	Paper-wise Exemption	Mr. B S Chopra/	4239993-98 Extn. 2124	ss_enrol@icsi.edu
	Non-receipt of Registration Letter/ Identity Card/Student Company Secretary Bulletin/ CS Foundation Course Bulletin	Mr. V.K. Ratra	4239993-98 Extn. 2131	ss_misc@icsi.edu
3.	Coaching Completion Certificates/ Suggested Answers and Response Sheet Status / Compulsory Computer Training	Mr. Vinod Jetly/ Ms. Neelam Wadhwa	4239993-98 Extension 2122/2128	ss_coaching@icsi.edu
4.	Issue of Admission Certificate for Examinations	Mr. T.P. Balasubramanian/ Ms. Geetanjali S. Rathore	4239993-98 Extension 2123/2125	e0082@icsi.edu
5.	Duplicate Pass Certificate			
	(a) Intermediate/Executive Programme	Mr. Siya Ram	4239993-98 Extension 2125	e0395@icsi.edu
	(b) Foundation/ Final/Professional	Ms. Geetanjali S. Rathore/ Mr. Vivek A Jha	4239993-98 Extension 2125	e0223@icsi.edu
6.	Transcripts/ Verification of Qualifications (only for students)	Ms. Geetanjali S. Rathore	4239993-98 Extension 2123/2125	ss_lic@icsi.edu

In case of any difficulty, Shri Sohan Lal, Director (Student Services) may be contacted at Tel. No. 4239999.



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d Money Order

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The Institute of Company Secretaries of India

ICSI House, 22, Institutional Area, Lodi Road, New Delhi 110 003

Phone : 011-24617321-24, 24644431-32; Fax : 011-24626727

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