



**THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA**  
*[Set up by an Act of Parliament]*

13-CA (Exams)/Observer Empanel /May-June-2015

12<sup>th</sup> February, 2015

**ANNOUNCEMENT**

**EMANELMENT OF MEMBERS TO ACT AS OBSERVERS AT THE EXAMINATION CENTRES  
FOR THE CHARTERED ACCOUNTANTS EXAMINATIONS  
MAY / JUNE 2015.**

It is proposed to empanel members to act as Observers for the forthcoming May/June 2015 Chartered Accountants Examinations scheduled as under:

**Intermediate (IPC) and Final exams  
Common Proficiency Test (CPT)**

**From 2<sup>nd</sup> May 2015 to 17<sup>th</sup> May 2015  
On 14<sup>th</sup> June 2015 (Sunday)**

**Eligibility criteria for empanelment:**

Members who fulfill the following criteria are eligible for empanelment, to act as Observers.

- i) He/she should not be more than 65 years of age as on the date of empanelment;
- ii) His/her name should have been borne on the Register of Members as on 1<sup>st</sup> November, 2012 and continues to be so;
- iii) None of his/her relatives\* or dependants\* is / will be appearing in the ensuing Chartered Accountants Examinations / CPT / Post – Qualification Course Examinations in May/ June 2015 in any examination centres in India or Abroad. And, he/ she will not be appearing in any of the examinations relating to Post Qualification Courses (for members) in May/June 2015;

[\* the term "relative" or "dependant" for the purpose shall include, in relation to an individual, the wife, husband, son, daughter-in-law, daughter, son-in-law, grandson, grand daughter, brother, brother's wife, brother's son, brother's daughter, sister, sister's husband, sister's son, sister's daughter, wife's brother, wife's sister and husband's brother and husband's sister]

- iv) He/she is not coaching students for any of the examinations / test conducted by the Council of the Institute in any institutions / organization including Regional Councils / Branches of the Institute and also private coaching.
- v) He/she has not been convicted by any court of Law and no disciplinary proceedings are pending against him/her, either by the ICAI / Disciplinary Directorate or by any other organization, both in India or abroad.
- vi) He/she is not associated with the Institute as an elected/co-opted member of the Council / Regional Council / Managing Committee of any Branch of the ICAI.
- vii) He/she shall abide by the Guidelines for Observer and / or any other instructions.

**Honorarium**

Honorarium of Rs.1500/- **per day / per session** and Rs 350/- as conveyance reimbursement for 'A' class cities and Rs 250/- for other cities per day (to cover cost of local travel) besides reimbursement of postal, stationery, telephone expenses, if any, will be paid.

The list of A class cities is as under:

Ahmedabad, Bangalore, Chennai, Delhi/ New Delhi, Hyderabad/ Secunderabad, Jaipur, Kanpur, Kolkata, Lucknow, Mumbai, Nagpur, and Pune.

#### **Duties of Observer:**

**A member will be allotted duties in the city of his professional address only as per Institute's records.**

The main duty of the observer is to ensure that the Question Paper Packets meant for the day of the exam, with the right code of the day are collected from the bank, (where they are kept under safe custody) opened and distributed to the candidates. Accordingly, Observer is required to be present in the assigned branch of the Bank/Examination Centre from the time when the code key is opened in the bank till the conclusion of the examination, i.e. till the answer books are pooled, reconciled, packed and handed over to the designated courier agency for dispatch to the Examination Department.

Once the duties are assigned for acting as an Observer in a particular examination centre, he/she should attend to the said assignment and send his/her report and bill in the prescribed format immediately after the completion of his / her assignment.

In case any member is unable to perform his / her assignment, the same may be communicated to the Examination Department well in advance. If a member neither informs the Examination Department nor discharges the duties assigned, he/she would be liable for such action under the provisions of the Chartered Accountants Act 1949 and the Regulations framed thereunder, as deemed fit.

Kindly note that giving false/misleading declaration regarding conflict of interest / involvement in coaching will lead to action under disciplinary provisions in accordance with the Chartered Accountants Act, 1949 and the Rules and Regulations framed thereunder.

#### **How to empanel:**

A member who fulfills the above mentioned eligibility criteria, desirous of empanelling himself for the assignment, may do so, online at <http://observers.icaiaexam.icaai.org>.

**Applications by any other mode will not be entertained.**

**The activity schedule of the portal is as under:**

|                                                           |                                   |
|-----------------------------------------------------------|-----------------------------------|
| <b>Opening of the window for empanelment</b>              | <b>10<sup>th</sup> March 2015</b> |
| <b>Closing of the window for empanelment</b>              | <b>25<sup>th</sup> March 2015</b> |
| <b>Hosting of the details of allotment of assignments</b> | <b>20<sup>th</sup> April 2015</b> |

**Examination Department**

Details of the cities in which the May / June 2015 examinations will take place are as under.

**The cities/ places where the examinations will be held are given below:**

### **WESTERN REGION:**

(Covering States of Goa, Gujrat and Maharashtra and U. T. of Dadra & Nagar Haveli and Daman & Diu)

| CITY/CENTRE      | CITY/CENTRE    | CITY/CENTRE     | CITY/CENTRE      | CITY/CENTRE  |
|------------------|----------------|-----------------|------------------|--------------|
| Ahmedabad –I @   | Dhule          | Mumbai – IV +   | Panvel           | Vapi         |
| Ahmedabad –II @  | Gandhidham     | Mumbai – V +    | Pimpri-Chinchwad | Vasai –I ++  |
| Ahmedabad –III @ | Gandhinagar    | Mumbai – VI +   | Pune             | Vasai –II ++ |
| Ahmedabad –IV @  | Ichalkaranji   | Mumbai – VII +  | Rajkot           |              |
| Ahmednagar       | Jalgaon        | Mumbai – VIII + | Sangli           |              |
| Akola            | Jamnagar       | Mumbai – IX +   | Satara           |              |
| Amravati         | Kolhapur       | Nagpur – I*     | Solapur          |              |
| Anand            | Latur          | Nagpur – II*    | Surat            |              |
| Aurangabad       | Mapusa (Goa)   | Nagpur – III*   | Surendranagar    |              |
| Bharauch         | Margao (Goa)   | Nanded          | Thane- I @@      |              |
| Bhavnagar        | Mumbai – I +   | Nashik          | Thane – II @@    |              |
| Bhiwandi         | Mumbai – II +  | Navi Mumbai     | Thane – III @@   |              |
| Bhuj             | Mumbai – III + | Navsari         | Vadodara         |              |

**@ Ahmedabad** is divided into four Zones, namely Zone I to Zone IV. The possible location of centres in the zones is as under:-

- Zone I - Thaltej, Gurukul, Sola, Bopal, Bodakdev, Chandkheda, Gota, Vastrapur, Satellite, Memnagar
- Zone II - Navrangpura, Naran pura, Nava Vadaaj
- Zone III - Shahibag, Paldi, Khanpur, Kalupur, Ellis Bridge
- Zone IV – Isanpur, Juhapura, Sarkhaj, Naroda, Vasna, Maninagar, Ghodasar

**+ Mumbai** is divided into nine Zones namely Zone I to Zone IX. The possible locations of the centres in the respective zones will be:

- Zone I - Chrchgate, Charni Road, Mazgaon
- Zone II - Parel – east, Dadar-east, Matunga, Wadala, King Circle, Sion, Chembur
- Zone III - Vidyavihar, Ghatkopar, Bhandup, Mulund
- Zone IV - Dadar – West, Bandra West
- Zone V - Santacruz, Vile Parle, Andheri
- Zone VI - Jogeshwari W, Goregaon W, Malad W
- Zone VII - Jogeshwari E, Goregaon E, Malad E
- Zone VIII – Kandiwali W, Boriwali W, Dahisar W
- Zone IX - Kandiwali E, Boriwali E, Dahisar E

**@@ Thane** is divided into three Zones. The possible location of the centres in the respective zone will be:-

- Zone I – Thane City, Kalwa
- Zone II – Dombivili, Kalyan
- Zone III – Ulhasnagar, Ambernath, Badlapur

**\*Nagpur** is divided into three Zones. The possible location of the centres in the respective zone will be:-

- Zone I – Wardhman Nagar, Gandhi Bagh, Mahal, Nandanwan
- Zone II – Dharampeth, Bharat Nagar, Sitabuldi, Dhantoli
- Zone III– Hanuman Nagar, Manewada, Trimurti Nagar, Wardha Road

**++ Vasai** is divided into two zones. The possible location of the centres in respective zone will be: -

- Zone I – Mira Road, Bhayander
- Zone II – Vasali, Nallasopara, Virar

**Navi Mumbai:** Vashi, Sanpada, Nerul

## SOUTHERN REGION:

(Covering States of Andhra Pradesh, Karnataka, Kerala, Tamil Nadu and U. Ts. of Lakshadweep and Pondicherry)

| CITY/CENTRE      | CITY/CENTRE      | CITY/CENTRE       | CITY/CENTRE        |
|------------------|------------------|-------------------|--------------------|
| Alappuzha        | Chennai – VIII # | Kozhikode         | Thiruvananthapuram |
| Anantapur        | Coimbatore       | Kumbakonam        | Thrissur           |
| Bangalore –I @@  | Ernakulam        | Kurnool           | Tiruchirapalli     |
| Bangalore –II @@ | Erode            | Madurai           | Tirunelveli        |
| Belgaum          | Guntur           | Mangalore         | Tirupati           |
| Bellary          | Hubli            | Mysore            | Tirupur            |
| Chennai – I #    | Hyderabad – I *  | Nellore           | Tuticorin          |
| Chennai – II #   | Hyderabad - II * | Ongole            | Udupi              |
| Chennai – III #  | Kakinada         | Palghat           | Vellore            |
| Chennai – IV #   | Kannur           | Pondicherry       | Vijayawada         |
| Chennai – V #    | Karimnagar       | Rajamahendravaram | Vishakhapatnam     |
| Chennai – VI #   | Kollam (Quilon)  | Salem             | Warangal           |
| Chennai – VII#   | Kottayam         | Sivakasi          |                    |

**@@ Bangalore** is divided into two Zones, namely Zone I and Zone II. The possible location of centres in the zones are as under:-

Zone I - Bangalore ( East & North) comprising of Basaveshwaranagar, Frazer Town, Gandhinagar, M G Road, Majestic, Malleswaram, Rajajinagar, Richmond Town, Shivajinagar, Tumkur Road and Yelahanka.

Zone II - Bangalore (West & South) comprising of Banashankari, Basavangudi, Chamrajpet, Domlur, J P Nagar, Jayanagar, J.C. Road and Mysore Road.

**# Chennai** is divided into eight Zones, namely Zone I to Zone VIII. The Zone numbers given to different areas (i.e. possible locations of centres in the Zones) are as under:

Zone-I: George Town, Broadway, Rayapuram, Washermanpet, Tondiarpet

Zone-II: Nungambakkam, Gopalapuram, Triplicane

Zone-III: Guindy, Adyar, Besant Nagar, Tirunvanmiyur

Zone-IV: Royapettah, Mylapore, Mandaveli

Zone-V: Arumbakkam, Annanagar, Kilpauk, Ambattur, Villivakkam

Zone-VI: Kodambakkam, T. Nagar, West Mambalam, Saidapet

Zone-VII: Vadapalani, Ashok Nagar, K.K. Nagar, Porur

Zone-VIII: St. Thomas Mount, Pallavaram, Nanganallur, Chromepet, Tambaram

**\*Hyderabad** Centre is divided into two zones namely Zone I and Zone II. The possible locations of the centres of respective Zones will be:

Zone I - Hyderabad

Zone II - Secunderabad, Tarnaka, Uppal

## EASTERN REGION:

(Covering States of North East States, Orissa, West Bengal and U.T. of Andaman & Nicobar Islands)

| CITY/CENTRE | CITY/CENTRE  | CITY/CENTRE   | CITY/CENTRE |
|-------------|--------------|---------------|-------------|
| Asansol     | Durgapur     | Kolkata III ^ | Tinsukia    |
| Berhampore  | Guwahati     | Rourkela      |             |
| Bhubaneswar | Kolkata I ^  | Sambalpur     |             |
| Cuttack     | Kolkata II ^ | Siliguri      |             |

**^Kolkata** is divided into three zones namely Zone I to Zone III. The possible locations of the centres in the respective Zones will be:

**Zone I** - Kolkata South

**Zone II** - Kolkata North

**Zone III** - Howrah

## CENTRAL REGION:

(Covering States of Bihar, Chhattisgarh, Jharkhand, M.P., Rajasthan, Uttarakhand and U.P.)

| CITY/CENTRE | CITY/CENTRE   | CITY/CENTRE   | CITY/CENTRE    |
|-------------|---------------|---------------|----------------|
| Agra        | Dehradun      | Jhunjhunu     | Raipur         |
| Ajmer       | Dhanbad       | Jodhpur       | Ranchi         |
| Aligarh     | Dundlod       | Kanpur        | Ratlam         |
| Allahabad   | Durg          | Kishangarh    | Saharanpur     |
| Alwar       | Ghaziabad     | Kota          | Sikar          |
| Bareilly    | Gorakhpur     | Lucknow       | Sri Ganganagar |
| Beawar      | Gwalior       | Mathura       | Udaipur        |
| Bhagalpur   | Indore – I%   | Meerut        | Ujjain         |
| Bharatpur   | Indore – II%  | Moradabad     | Varanasi       |
| Bhilwara    | Indore – III% | Muzaffarnagar |                |
| Bhopal      | Jabalpur      | Neemuch       |                |
| Bikaner     | Jaipur        | Noida         |                |
| Bilaspur    | Jamshedpur    | Pali-Marwar   |                |
| Chittorgarh | Jhansi        | Patna         |                |

% Indore is divided into three Zones. The possible locations of the centres in the respective Zone will be as under:

Zone – I : Vijay Nagar, Nanda Nagar, MIG/LIG Colony, Patnipura, Scheme No.54, Scheme No.74, Scheme No.78, Shalimar Township, Mahalaxmi Nagar, Tilak Nagar, Kanadia Road, Saket, Telephone Nagar, Goyal Nagar, Bengali Square, Khajrana, Dewas Naka, Malviya Nagar, Nehru Nagar

Zone – II : Chawni, South Tukoganj, Geeta Bhavan, Chhoti Gwal Toli, MTH Compound, Sneha Nagar, Kanchan Bag, Bhawankuwa, M.Y. Hospital Road, RNT Marg, Malwa Mill, Janjir Wala Square, Nasia Road, Naulakha , Sapna Sangeeta, Khatiwala Tank, Palsikar Colony, Sanchar Nagar, Agrawal Nagar, Juni Indore, Jail Road, Joara Compound, Rajwada, Devas, Mhow

Zone – III : Rajendra Nagar, Annapuran Road, Vaishali Nagar, Gumasta Nagar, Suadma Nagar, Usha Nagar, Raj Mohalla, Mahesh Nagar, Bada Ganpati, Aerodrome Road, Kalani Nagar, Gandhi Nagar, Banganga, Marimata Chouraha, Lokymanya Nagar

## NORTHERN REGION:

(Covering States of Delhi, Haryana, H.P., J & K, Punjab and U.T. of Chandigarh)

| CITY/CENTRE             | CITY/CENTRE              | CITY/CENTRE | CITY/CENTRE    |
|-------------------------|--------------------------|-------------|----------------|
| Ambala                  | Delhi/ New Delhi-V \$    | Jammu       | Sangrur        |
| Amritsar                | Delhi/ New Delhi-VI \$   | Jind        | Shimla         |
| Bathinda                | Delhi/ New Delhi-VII \$  | Kaithal     | Sirsa          |
| Bhiwani                 | Delhi/ New Delhi-VIII \$ | Karnal      | Sonepat        |
| Chandigarh              | Faridabad                | Ludhiana    | Srinagar (J&K) |
| Delhi/ New Delhi-I \$   | Fatehabad                | Panipat     | Yamunanagar    |
| Delhi/ New Delhi-II \$  | Gurgaon                  | Patiala     |                |
| Delhi/ New Delhi-III \$ | Hisar                    | Rewari      |                |
| Delhi/ New Delhi-IV \$  | Jalandhar                | Rohtak      |                |

\$ Delhi/ New Delhi is divided into eight Zones, namely Zone I to Zone VIII. The Zone numbers given to different areas (i.e. possible locations of centres in the Zones) will be as under:

Zone I - Karol Bagh, Pusa Road, Patel Nagar, Kirti Nagar  
Zone II - Pitampura, Rohini  
Zone III - Paschim Vihar, Punjabi Bagh  
Zone IV - Nizamuddin, Lajpat Nagar, Lodhi Road, Kalkaji  
Zone V - Geeta Colony, Priyadarshini Vihar, Karkardooma, Vivek Vihar, I.P. Extension  
Zone VI - Vasundhara Enclave, Mayur Vihar, Anand Vihar  
Zone VII - Kingway Camp, Darya Ganj, Shalimar Bagh, Sarup Nagar  
Zone VIII - Janakpuri, Dwarka, Vikaspuri