

Dear Sir/Madam,

As per the Chapter Management Guideline 2024 of ICSI, Kota Chapter of NIRC of ICSI is constituting the following sub committees:

1. Career Awareness Committee
2. Company Secretaries Benevolent Fund (CSBF) Committee
3. Practising Company Secretaries Committee
4. Placement Committee
5. Oral Tuition Classes Committee
6. Student Facilitation Committee

# The Sub-Committee shall be chaired by one of the Management Committee member of Kota Chapter.

# The Sub-Committee shall have maximum 04(four) more members of the Institute other than Chairman. **There are 03(Three) Vacancies in each Sub-Committee.**

# The Members should have their professional address or residential address(in the absence of professional address) within the jurisdiction of the Chapter, to be nominated by the managing Committee.

# The members of Sub-Committee (members other than the management Committee) shall not be a Member of more than one such Sub-Committee in a council year.

# The term of the members of the Sub-Committees shall expire automatically at the end of the council year\*. (\*council year: 19<sup>th</sup> January of current year to 18<sup>th</sup> January of Next year)

# The Provisions of Chapter Management Guideline Clause 8(Declaration of interest -form Annex-1) and Clause 9(KYM form Annex-2) 'shall be' applicable for the members of the Sub-Committees.

# Any Member of the Institute who is either directly or indirectly, related / connected /interested or through any of his relative in any private coaching center, running classes for the Company Secretaryship Course or serve as faculty thereof or involves in promotional activities for the same, shall not be eligible to occupy/continue the position of a Member of Managing Committee or its Sub-Committees. (Declaration of Interest- form Annex-1)

**Note: Please be advised that any final decision or action regarding the matter/decision is contingent upon the approval of the Management Committee of the Kota Chapter of NIRC of ICSI. The Management Committee's review and approval are required to finalize and implement any steps or resolutions pertaining to this matter.**

**Further, Interested members are requested to please fill the google form to be the part of the Sub-Committee of Kota Chapter.**