

Table 34: Recognitions Secured for Company Secretaries

I. FOR A PRACTISING COMPANY SECRETARY			
Sl. No.	Statute/Authority	Purpose	When Obtained
I COMPANY LAW			
1.	The Companies Act, and Rules made thereunder	<p>Company Secretary in Practice " means a company secretary who is deemed to be in practice under sub-section (2) of section 2 of the Company Secretaries Act, 1980. {Section 2(25)}</p> <p>(a) To make declaration that all the requirements of Companies Act, 2013 and the rules made thereunder in respect of registration and matters precedent or incidental thereto have been complied with. {Section 7(1)(b) &</p> <p>(b) Rule 14 of the Companies (Incorporation) Rules, 2014}</p> <p>(c) To certify the annual return of listed company or a company turn over of fifty crore rupees or more. {Section 92(2) read with Rule 11 of the Companies (Management and Administration) Rules, 2014}</p> <p>(c) Issue Secretarial Audit Report to every listed company and every public company having a paid-up share capital of fifty crore rupees or more; or every public company having a turnover of two hundred fifty crore rupees or more. {Section 204 & Rule 9 of Companies (Appointment and Remuneration Personnel) Rules, 2014}</p> <p>(d) To certify that whether the merger and amalgamation scheme is being complied with in accordance with the orders of the Tribunal or not. {Section 232 (7)}</p> <p>(e) To certify that the buy back of securities has been made in compliance with the provisions of the Act and rules made thereunder. [Sub rule (14) of rule 17 of Companies (Share Capital and Deben ture) Rules, 2014.</p>	12 September, 2013

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Sl. No.	Statute/Authority	Purpose	When Obtained
		(g) Authorise to conduct internal audit of companies on 31st March, 2016 (Section 138). (h) To be appointed as an expert {Section 2(38)} (i) To be appointed as Interim/Company Administrator (Section 259) (j) To be appointed as Judicial Member of NCLT (Section 409).	
2.	Companies (Incorporation) Rules, 2014	To make declaration that the draft memorandum and articles of association have been drawn up in conformity with the provisions of Section 8 of the Companies Act, 2013 and rules made thereunder and that all the requirements of the Act and the rules made thereunder relating to registration of the company under section 8 and matters incidental or supplemental thereto have been complied with. [Section 8 read with Rule 19 of the Companies (Incorporation) Rules, 2014]	
3	Companies (Management and Administration) Rules, 2014	To appoint as a scrutinizer in every listed company or a company having not less than one thousand shareholders to scrutinize the e-voting process in a fair and transparent manner [Rule 20 of the Companies (Management and Administration) Rules, 2014].	
4	Nidhi Rules, 2014	To certify half yearly return of Nidhi Company {Rule 21}.	
5	Nidhi Rules, 2014	To certify return of statutory compliances with the Registrar filed by Nida Company. [Section 406 read with rule 5 of Companies Nidhi Rules, 2014.	
6	Companies (Issue of Global Depository Receipts) Rules, 2014	To oversee all the compliances relating to issue of depository receipts and to provide compliance report to be placed at the meeting of Board of Directors. [Rule 4 of the Companies (Issue of Global Depository Receipts) Rules, 2014]	

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Sl. No.	Statute/Authority	Purpose	When Obtained
7	Companies (Registration Offices and Fees) Rules, 2014	Precertification of e-form	
8	Limited Liability Partnership Rules, 2009	LLP forms: Form No.2 Form No.3 Form No.4 Form No.5 Form No. 8 Form No.11 Form No.12 Form No.15 Form No.17 Form No.18 Form No.31 Form No.32	1st April, 2009
9.	National Company Law Appellate Tribunal Rules, 2016	To act as authorised representative before the NCLAT (Section 432 read with Rule 63 of National Company Law Appellate Tribunal Rules, 2016.	21 July, 2016
III SECURITIES LAWS AND CAPITAL MARKETS			
10.	The Securities and	To appear as authorised representative before the Securities	December, 1999

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Sl. No.	Statute/Authority	Purpose	When Obtained
	Exchange Board of India Act, 1992. [Section 15V, Explanation (b)]	Appellate Tribunal	
11.	The Depositories Act, 1996 [Section 23C, Explanation (b)]	To appear as authorised representative before the Securities Appellate Tribunal	December, 1999
12.	Regulation 40 (9) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015	The share transfer agent and/or the in-house share transfer facility, as the case may be, produces a certificate from a Practising Company Secretary within one month of the end of each half of the financial year, certifying that all certificates have been issued within thirty days of the date of lodgement for transfer, sub-division, consolidation, renewal, exchange or endorsement of calls / allotment services.	02 September, 2015
13.	Regulation 56(1)(d) of (Listing obligations and Disclosure Requirements) Regulations, 2015	A half yearly certificate regarding maintenance of hundred percent asset cover in respect of listed non convertible debt securities by either a practicing company secretary or a practicing chartered accountan along with the half yearly financial results	02 September, 2015
14.	SEBI (Investment Advisers) Regulations, 2013 [Regulation 19(3)]	To issue certificate of compliance to an investment adviser under SEBI (Investment Advisers) Regulations, 2013.	
15.	BSE SME Notice No.2012-11 26-17dated 26 November, 2012	To issue certificate of compliance conditions for listing on SME Platform of BSE Ltd.	
16.	Schedule V, Clause E of SEBI (Listing Obligations	Compliance Certificate regarding compliance of conditions of Corporate Governance to be annexed with the directors report.	September 02, 2015

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Sl. No.	Statute/Authority	Purpose	When Obtained
	and Disclosure Requirements) Regulations, 2015		
17.	Regulation 25(3) of SEBI (Research Analysts) Regulations, 2014	To conduct annual audit of Research analyst or research entity in respect of Compliance with these regulations.	01 September, 2014
18.	Regulation 55A of SEBI (Depositories Participants) Regulations, 1996	To issue quarterly certificate with regard to reconciliation of the total issued capital, listed capital and capital held by depositories in dematerialized form, details of changes in share capital during the quarter, and in-principle approval obtained by the issuer from all the stock exchanges where it is listed in respect of such further issued capital.	2 September, 2003.
19.	SEBI's Circular IMD/PMS/CIR/1/21727/03	To conduct Internal Audit of Portfolio Managers.	18 November, 2003
20.	SEBI's Circular MRD/DMS/CIR-29/2008	To conduct internal Audit of Stock Brokers / Trading Members / Clearing Members	21 October, 2008
21.	SEBI's Circular SEBI/MIRSD/CRA/Cir-01/2010	To conduct internal Audit for Credit Rating Agencies (CRAs)	06 January, 2010
22.	National Securities Depositories Limited (NSDL)	Conduct of Internal Audit of operations of the Depository Participants, at intervals of not more than three months and furnish a copy of the internal audit report to the depository.	March, 1999
23.	NSDL Circular No. NSDL/POLICY/2006/0021	Concurrent Audit in case of Demat Account opening, Control and Verification of Delivery Instruction Slips.	June, 2006
24.	Central Depository Services (India) Limited	(i) Conduct of Internal Audit of operations of the Depository Participants at such intervals as may be specified by CDSL from	September, 1999

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Sl. No.	Statute/Authority	Purpose	When Obtained
	(CDSL)	time to time and furnish a copy of the internal audit report to CDSL. (ii) For empanelment by CDSL as auditors for conduct of audit of the records of the participants in so far as the records and operations relate to CDSL.	
25.	(A) Securities Contracts (Regulation) Act, 1956; and Securities Contracts (Regulation) Rules, 1957 [Section 22C, Explanation (b)] (Guideline No. F1/8/SE/82 dt. 20.8.1982).	(i) To appear as authorized representative before the Securities Appellate Tribunal	December, 1999 August, 1982
26.	SEBI Circular No.CFD/DIL3/CIR/P/2 016/53	Certification regarding Issuance of securities to more than 49 and up to 200 investors in case of deemed public issue	May 3, 2016
27.	SEBI Notification No.SEBI/LAD/NRO/GN2016-17/021	To act as a financial valuer under SEBI (Infrastructure Investment Trusts) Regulations, 2014	November 30, 2016
28.	SEBI Notification No.SEBI/LAD/NRO/GN2016-17/022	To act as a financial valuer under SEBI (Real Estate Investment Trusts) Regulations, 2014	November 30, 2016
III. Bombay Stock Exchange Ltd.			
29.	Net worth Certificate	Certification for Networth to be submitted by all active members. [Source:www.bseindia.com]	

Sl. No.	Statute/Authority	Purpose	When Obtained
	Listing of IPO	Certification for allotment, and share certificates corresponding to equity securities under lock in with non-transferability condition. [Source:www.bseindia.com]	
	Forfeiture of securities	Certification that the company had duly complied with the provisions contained in the company's Memorandum and Articles of Association and the Companies Act, 2013. [Source:www.bseindia.com]	
	Listing of Non-Convertible Debentures pursuant to Public Issue	Certification for allotment that it has been made as per the basis of allotment approved by the designated stock exchange. [Source:www.bseindia.com]	
	Revocation of suspension in trading of equity shares	Certification for compliance w.r.t. Regulations 17-27 of the SEBI Listing Regulations. [Source:www.bseindia.com]	
	Listing on the BSE Hi-Tech (Institutional Trading Platform)	i) Certification for the statement of material contracts and documents (In case of Without Public Issue) ii) Certification for the statement of material contracts and documents.(In case of with Public Issue) [Source:www.bseindia.com]	
	Listing on the BSE-SME Platform	i) Certification for following matters - a. The Company has not been referred to the Board for Industrial and Financial Reconstruction (BIFR). b. There is no winding up petition against the company, which has been admitted by the court or a liquidator has not been appointed. c. There has been no change in the promoter/s of the Company in	

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Sl. No.	Statute/Authority	Purpose	When Obtained
		<p>the preceding one year from date of filing application.</p> <p>ii) Certification for following matters -</p> <p>a. Allotment has been made as per the basis of allotment approved by the Designated Stock Exchange.</p> <p>b. The share certificates corresponding to equity securities under lock-in have been encased with non-transferability condition.</p> <p>c. Allotment of shares from the employees' quota has been made to permanent/regular employees of the company and of the promoter companies, as on the date of the opening. [Source:www.bseindia.com]</p>	
	Qualified Institutions Placement (QIPs)	<p>I. Pre allotment Certification for Networth together with related workings of the company based on the audited balance sheet of the previous financial year.</p> <p>II. Post allotment Certification for confirming the floor price has been based on the pricing formula prescribed under Chapter VIII of SEBI (Issue of Capital and Disclosure Requirements) Regulations, 2009 and receipt of funds against the placement of securities with QIBs. [Source:www.bseindia.com]</p>	
	In -principle approval	Certification for issuance of securities issued on a preferential basis under Regulation 28(1) of the SEBI Listing Regulations. [Source:www.bseindia.com]	
	Granting listing approvals	Certification for the equity shares issued on a preferential basis- Post issues. [Source:www.bseindia.com]	

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Sl. No.	Statute/Authority	Purpose	When Obtained
	Listing of equity shares issued pursuant to exercise of options granted under ESPS/ ESOS/SARS/GEBS/RBS	Certification for receipt of money and quarterly certification that the company has received the application/allotment monies from the applicants.[Source:www.bseindia.com]	
	Listing of securities issued pursuant to the Rights issue	Certification for allotment has been done as per basis of allotment approved by the designated stock exchange. [Source: www.bseindia.com]	
	Listing approval for Bonus shares	Certification for compliance with the SEBI (ICDR) Regulations, 2009. [Source:www.bseindia.com]	
	Direct Listing for Companies which are listed with Stock Exchanges in Equity Segment	Certification for : i) Companies having Average Turnover more than Rs. 500 crores in previous Financial Year ii) Companies having Average Turnover less than Rs. 500 crores in previous Financial Year [Source:www.bseindia.com]	
IV. National Stock Exchange Ltd.			
30.	NSE Circular No. 541, Ref. NS E/ME M/7835	Certification for :- i) Details of director/proprietor in format C-3 of Annual Return submitted by Trading Member to the Stock Exchange. ii) Details of shareholding pattern/sharing pattern of corporates in format C-6 of Annual Return submitted by Trading Member to the Stock Exchange. iii) Details of shareholding pattern/sharing pattern of firms in format C-6 of Annual Return submitted by Trading Member to the Stock Exchange.	

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Sl. No.	Statute/Authority	Purpose	When Obtained
		iv) Details of Dominant group of corporates in format C-7 of Annual Return submitted by Trading Member to the Stock Exchange. v) Undertaking from Relative of Persons constituting Dominant Promoter Group in format C-8 of Annual Return submitted by Trading Member to the Stock Exchange. vi) Undertaking from corporates supporting Dominant Promoter Group in format C-8 of Annual Return submitted by Trading Member to the Stock Exchange.[Source: www.nseindia.com]	
	Promoter reclassification	Certification for Reclassification of promoters as public shareholders. [Source: www.nseindia.com]	
	Name Change	Certification for name change, and provide the detailed bifurcation of income earned by the Company under various activities as suggested by the new name. [Source: www.nseindia.com]	
	In principle approval for securities issued underlying GDRs/ADRs	Certification for following confirmations: i) The pricing of the issue along with the detailed working of the same ii) The company has received the entire consideration payable prior to the allotment of shares.[Source: www.nseindia.com]	
	Grant of approval under Regulation 37 of the SEBI Listing Regulations, 2015	Certification for Networth of the Company pre and post scheme under Sections 101, 391 and 394 of the Companies Act, 1956. [Source: www.nseindia.com]	
	Listing of further issue of securities	Certification for lock-in pursuant to scheme of amalgamation/ merger/scheme of arrangement etc details (Mentioning the Lock-in date details).[Source: www.nseindia.com]	

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Sl. No.	Statute/Authority	Purpose	When Obtained
	Listing of further issue of securities issued as Bonus	Certification for compliance with SEBI (ICDR) Regulations, 2009. [Source: www.nseindia.com]	
	Issue of securities under Qualified Institutional Placement (QIP) and Institutional Placement Programme (IPP)	Pre allotment Certification for confirming the Networth calculation in case of pre allotment of shares in case of a QIP and IPP. Post allotment	
	In-principle approval for listing of securities issued under Rights/ Public Issues	Certification for confirming securities under lock-in. [Source: www.nseindia.com]	
	Listing of Indian Depository Receipts (IDRs)	Certification for allotment has been made as per the basis of allotment approved by the Designated Stock Exchange. [Source: www.nseindia.com]	
	In-principal Approval on Debt Market Segment	Certification for confirmation stating the issuer is compliant with Regulations 17 to 27 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.[Source: www.nseindia.com]	
	Listing of shares arising out of Conversion of Debentures/Warrants/ Notes/Bonds into Equity Shares	Certification for receipt of money at the time of allotment of Convertible Debentures/ Warrants/Notes, etc. [Source:www.nseindia.com]	

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Sl. No.	Statute/Authority	Purpose	When Obtained
	Grant of In-principle approval (Preferential Issue)	Certification confirming: i) The entire pre-preferential holding of the allottee(s) and that the same is in dematerialized form. ii) The Pricing of the issue along with the detailed working of the same. [Source: www.nseindia.com]	
	Pre-preferential holding of the allottee/s	Certification for confirming: i) The entire pre-preferential holding of the allottee/s is locked-in for the period starting from relevant date up to a period immediately prior to the allotment. ii) The total equity shares are allotted pursuant to preferential allotment and the date from and upto a period of 1 Year/ 3 Years from the date of Latest Trading Approval under which these shares are under lock-in. [Source: www.nseindia.com]	
	Listing of shares/ securities issued on Preferential/Private Placement basis in case of allotment under Section 62(3) of Companies Act, 2013.	Certification for a confirmation that the said allotment has been made in accordance with the provisions of section 62(3) of the Companies Act, 2013.[Source: www.nseindia.com]	
V. TAXATION			
31.	Income-tax Act, 1961 and Income-tax Rules, 1962 [section 288(2) and Rule 50(2A)]	To act as authorised representative before the Income-Tax authorities To act as authorised representative before the Income-tax authorities	July, 1979 July, 1979

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Sl. No.	Statute/Authority	Purpose	When Obtained
32.	Authority for Advance Ruling, (Customs, Central Excise and Service Tax) Procedures Rules, 2005	To act as authorized representative under Rule 2(d)(i)	January 2005
33.	The Customs, Excise and Service Tax Appellate Tribunal under the Customs Act, 1962 [Section 146A(2)(d)] read with Customs (Appeals) Rules, 1982 [Rule 9(c)] and The Central Excise Act, 1944 [Section 35Q(2)(c)] read with Central Excise (Appeals) Rules, 2001 [Rule 12(c)] and Service Tax vide section 83 of Finance Act, 1994	To act as authorized representative before the Customs, Excise and Service Tax Appellate Tribunal	October, 1982
34.	West Bengal Value Added Tax Rules, 2005	Authorized to appear before Appellate and Revisional Board, the Commissioner, the Special Commissioner, the Additional Commissioner or any person appointed to assist the Commissioner on behalf of a dealer [Rule 2 (1)(a)(iv)].	April, 2005
35.	Bihar Value Added Tax Act, 2005	Authorised to appear before VAT authorities appointed under Section 10 or the Tribunal or an Officer of the Bureau of Investigation constituted under Section 86 of the Act [Section 87(d)].	April, 2005

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Sl. No.	Statute/Authority	Purpose	When Obtained
36.	Daman and Diu Value Added Tax Regulation, 2005	Authorised to appear before any VAT authority in connection with any proceedings under this Regulation. [Regulation 82(1)(b)].	April, 2005
37.	Goa Value Added Tax Act, 2005	Authorised to appear before any VAT authority including the Tribunal in connection with any proceedings under this Act [Section 82(1)(b)].	April, 2005
38.	Jharkhand Value Added Tax Act, 2005	As a tax Practitioner under Section 2(i) To appear before VAT authorities under Rule 51(1)(c) To conduct VAT Audit under Section 63(1)	February 2006
39.	Karnataka Value Added Tax Act, 2003 read with Karnataka Value Added Tax Rules, 2005	Authorised to appear before any Authority other than the High Court in connection with any proceeding under this Act [Section 86(c) read with Rule 168(2)(c)(iv)(b)]. As a tax practitioner under Rule 34(1) read with Rule 168.	April, 2005
40.	Kerala Value Added Tax Act, 2003.	Authorized to appear before VAT Authorities in connection with any proceedings under this Act [Section 86 (e).	April 2009
41.	Delhi Value Added Tax Act, 2004	Authorize to appear before VAT Authorities under section 82 (1)(b).	April 2009
42.	Arunachal Pradesh Goods Tax Act, 2005	To act as authorised representative before VAT authorities [Sec 83(1)(c) read with Rule 78(1)(a) of Arunachal Pradesh Goods Tax Rules, 2005]	
43.	Haryana VAT Act, 2003	To act as authorised representative before VAT authorities [Sec 52(2)(iii) read with Section 288(2)(v) of Income Tax Act, 1961 and Rule 50(2A) of Income Tax Rules, 1962]	
44.	Maharashtra VAT Act, 2002	To act as authorised representative before VAT Authorities [Sec 82(1)(b)]	

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Sl. No.	Statute/Authority	Purpose	When Obtained
45.	Meghalaya VAT Rules, 2005	To act as authorised representative before VAT authorities - Rule 1(f)(iv)	
46.	Rajasthan VAT Rules, 2006	To act as authorised representative before VAT authorities - Rule 62(b) read with Rule 50(2A) of Income Tax Rules, 1962	
47.	Uttar Pradesh VAT Rules, 2005	To act as authorised representative before VAT authorities - Rule 2(e) read with Rule 73	
48.	Gujarat VAT Act, 2005	As a practitioner under Rule 63 (1) and Section 81(1) read with Rules 59(a)	
49.	Draft GST Law	To appear before GST officer or the First Appellate Authority or the Appellate Tribunal as an authorised representative [Sec 86(2)(c)]	
VI. OTHER LEGISLATIONS			
50.	Competition Act, 2002 [Section 35)	To act as authorised representative before the Competition Commission of India and Competition Appellate Tribunal.	31 March, 2003
51.	Central Electricity Regulatory Commission	To act as authorized representative before the Central Electricity Regulatory Commission.	August, 1999
52.	The Telecom Regulatory Authority of India Act, 1997 [Section 17 and Explanation (b) thereto]	To act as authorized representative before the Telecom Disputes Settlement and Appellate Tribunal.	March, 2000
53.	IRDA (Registration of Indian Insurance Companies) Regulations, 2000 (Regulation 10)	To certify that the company has complied with all the requirements relating to registration fees, share capital, deposits and other requirements of the Insurance Regulatory and Development Authority Act, 1999.	July, 2000

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Sl. No.	Statute/Authority	Purpose	When Obtained
54.	Foreign Trade Policy 2015-2020	<p>Illustrative List of certificates which may be issued by a Company Secretary in Practice is given hereunder:</p> <p>Certificate for issue of EPCG authorization (Appendix 26)</p> <p>Certificate for EPCG Redemption (Appendix 26A)</p> <p>Certificate showing sales turnover of ammunition (indigenous and imported) during the preceding three licensing years (Annexure ANF 2B)</p> <p>Certification in respect of Application for grant of Status Certificate (ANF 3A)</p> <p>Certification in respect of application for Served from Indian Scheme (Annexure ANF 3B)</p> <p>Certificate for Agriculture Infrastructure incentive scrip under VKGUY (Annexure to ANF 3D)</p>	Foreign Trade Policy (2015-2020)
55.	Special Economic Zones Rules, 2006 (Rule 61)	To act as authorized representative before the Board of Approval	February, 2006
56.	Foreign Exchange Management Act, 1999 (FEMA)	To issue certificates for exchange control purposes. All certificates, which a Practising Chartered Accountant can issue as documentary evidence in support of certain applications, may also be issued by a Company Secretary in Whole-time Practice.	Original recognition received in 1992 under FERA. RBI clarified vide letter dated April 19, 2001, the recognition is valid under FEMA.

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Sl. No.	Statute/Authority	Purpose	When Obtained
57.	Foreign Exchange Management (Transfer of Issue of Securities by a Person Resident Outside India) Regulations, 2000	To certify under FDI policy on behalf of Indian companies accepting investment	30 May, 2000
58.	The Trade Marks Rules, 2002(Rule 150)	Qualified to be registered as a trade marks agent.	15 September, 2003
59.	Department of Tele-communications vide No. 18-05/2009-CS-I (Section 17 of Telecom Regulatory Authority of India Act, 1997)	Certify the documents for Other Service Providers (OSP) Registration for the entities which propose to provide the services such as Tele-banking, Tele-medicine, Tele-trading, E-commerce Call Centers, both International and Domestic, Network Operation Centers and Vehicle Tracking Systems etc.	12th January, 2016
60.	Guidelines for Grant of Unified License (Virtual Network Operators) (Point viii & X of Para 1, Annexure I & II) Department of Tele-communications	Certification regarding Paid-up capital and net-worth	31st may, 2016
61.	PFRDA (Internal Audit of Custodian of Securities) Guidance Note 2015] [Clause 1]	Authorised to do Internal Audit of Custodian Securities on quarterly basis	28th August, 2015
62.	Real Estate (Regulation	To act as authorised representative before the Appellate Tribunal or	26th March, 2016

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Sl. No.	Statute/Authority	Purpose	When Obtained
	and Development) Act, 2016(Section 56)	the Regulatory Authority or the adjudicating officer, as the case may be.	
63.	Third Party Certification/ Audit Scheme [Clause 2(ii)] Department of Labour, Government of Haryana	Company Secretary to provide third party certification	10th August, 2016
64.	Transparent Inspection Scheme (Clause 2, Part B) Department of Labour, Government of Haryana	Company Secretary to provide third party certification under transparent inspection policy	24th June, 2016
65.	PFRDA (Retirement Adviser) Regulations, 2016 [Regulation 4 (2)]	Authorized to act as retirement advisor.	13th June, 2016
66.	Department of Tele-communications (Access Service Cell) [Notification No. 800-23/2011-VAS (Vol. II)] Policy guidelines for the Empanelment of Private FM Radio Stations and fixation of rates for Government Advertisements by	Certification for Registration along with Article of Association, Memorandum of Understanding, Details of Promoters/ Partner/ Shareholder, Net worth, Paid up Capital, Foreign Direct Investment in the company for the purpose of Application to Department of Telecommunications for Grant of Unified License (Virtual Network Operators)/Authorisation for Additional Services Certificate duly signed by the Company Secretary for the prescribed revenue details, latest profit & loss accounts, balance sheet and actual tax payment including service tax for previous financial year and the amount of advertisement revenue generated by the Private FM Radio Stations during the previous financial year preceding the date of application.	31st May, 2016 12th August 2016

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Sl. No.	Statute/Authority	Purpose	When Obtained
	DAVP - 2016 Ministry of Information and Broadcasting, Directorate of Advertising and Visual Publicity vide F. No. 22204/1/2013/EAC/AV (Part File Volume B)		
67.	Reserve Bank of India Circular DBOD No.BP.PC. 46/08.12.001/2008-09	Diligence Report for Banks	September 19, 2008
II. FOR A COMPANY SECRETARY IN EMPLOYMENT			
1.	Ministry of Education Government.	Appointment of superior posts and services under the Central	February, 1968 December, 1971
2.	Section 2(24) of the Companies Act, 2013.	"Company Secretary" or "Secretary" means a company secretary as defined in clause (c) of sub-section (1) of section 2 of the Company Secretaries Act, 1980 who is appointed by a company to perform the functions of a company secretary under the Act.	12 September, 2013
3.	Section 203 of the Companies Act, 2013.	Appointed as Key Managerial Personnel.	12 September, 2013
4.	Government of Andhra Pradesh	For recruitment in public sector under-takings of the State to superior posts.	September, 1981
5.	Central Government (Ministry of Corporate Affairs)	Qualification for recruitment to Grades I to IV in the Accounts Branch of the Central Company Law Service.	November, 1982

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Sl. No.	Statute/Authority	Purpose	When Obtained
6.	Ministry of Home Affairs, Department of Personnel and Administrative Reforms	Empanelment of Company Secretaries for assignment of Indian experts to the developing countries of Asia, Africa and Latin America.	March, 1984
7.	Government of Gujarat, General Administration, Department Circular No. RDD/1077/1120/K dated 16.1.1978 and letter No. RDD/1081/ 1781/K dated 23.6.1981	Degrees/diplomas awarded by Universities or other educational Institutes established by an Act of the Central or State legislature or by an Act of Parliament automatically specialize for the purpose of recruitment to the posts and services under the State Government.	January, 1978 June, 1981
8.	Government of Tamil Nadu, Personnel and Administrative Reforms (Personnel) Department, Order No. G.O. Ms. No. 148 dated 7.3.1988	ACS is specialized as one of the qualifications for the purpose of Group 'A' appointments in the State Government Service in the departments concerned with Trade, Commerce, Finance, Commercial Taxes and Industry where such a specialized knowledge is called for.	March, 1988
9.	Government of Kerala, Planning & Economic Affairs (BPE) Department, Thiruvananthapuram, Order No. 10180/BPE - 2/89/Plg. Dated 29.5.1989	Preference to be given to candidates possessing ACS qualification in addition to ACA/AICWA qualification, for recruitment to the posts of Finance Directors in State Government Undertakings in Kerala.	May, 1989
10.	Karnataka State Financial Corporation, Letter Pers/P-3214 dated 10.11.1989.	ACS as one of the superior qualification for appointment to executive posts.	November 1989

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Sl. No.	Statute/Authority	Purpose	When Obtained
11.	(a) Govt. of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training) O M No. dated 1/2/89-Estt.(Pay.I) dated 9.4.1999. (b) Office of Comptroller & Auditor General of India vide Letter No. 284/NGE(ENTT)/44-2005.	Employees passing Intermediate and Final Examinations of Company Secretaryship course are eligible for lump sum incentives of Rs. 2,000 and Rs. 4,000, respectively.	9th April, 1999 April, 1991 (revised in 1999)
12.	Regulation 6 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015	A qualified Company Secretary to be appointed as the Compliance Officer except for the units issued by Mutual Funds.	02 September, 2015
13.	Regulation 7(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015	A Compliance Certificate to be submitted to the exchange, duly signed by both the compliance officer of the company and the authorised representative of the share transfer agent, wherever applicable, within one month of end of each half of the Financial year, certifying that all activities in relation to both physical and electronic share transfer facility are maintained either in house or by RTA registered with SEBI.	02 September, 2015