

### **FOR THE ATTENTION OF MEMBERS IN FULL-TIME EMPLOYMENT**

The Central Government vide the following notifications, has allowed cost accountants in full time employment, in addition to certification by members in full-time practice, to certify the Compliance Report to be filed with the Central Government in compliance with the following rules, namely:-

- a) The Companies (Cost Accounting Records) Rules, 2011 notified vide GSR429(E), dated the 3rd June, 2011;
- b) The Cost Accounting Records (Telecommunication Industry) Rules, 2011 notified vide GSR 869(E), dated the 7th December, 2011;
- b) The Cost Accounting Records (Petroleum Industry) Rules, 2011 notified vide GSR870(E), dated the 7th December, 2011;
- d) The Cost Accounting Records (Electricity Industry) Rules, 2011 notified vide GSR871(E), dated the 7th December, 2011;
- e) The Cost Accounting Records (Sugar Industry) Rules, 2011 notified vide GSR872(E), dated the 7th December, 2011;
- f) The Cost Accounting Records (Fertilizer Industry) Rules, 2011 notified vide GSR873(E), dated the 7th December, 2011;
- g) The Cost Accounting Records (Pharmaceutical Industry) Rules, 2011 notified vide GSR 874(E), dated the 7th December, 2011.

The Compliance Report would be required to be filed in XBRL mode and the member in employment would be required to affix his digital signature to the e-Form for filing of the report.

It may be noted that the status of the member would be checked by the MCA at the time of filing against the database of the Institute.

In case of members in full-time employment who would be certifying the Compliance Report of the company where they are employed, their attention is drawn to the above requirement and hereby advised to provide the Institute with full particulars of their employment, designation, employer's name with address and membership status for updating in the database of the Institute. In case there is mismatch of the member's status of employment as recorded in the database of the Institute, the validation of the Compliance Report may fail while being uploaded to the MCA Website.

The details are to be sent by signed hard copy to the Membership Department of the The Institute of Cost Accountants of India, 12, Sudder Street, Kolkata – 700 016. Scanned copy of the same may also be sent by e-mail to: [membership.pradipta@icwai.org](mailto:membership.pradipta@icwai.org) .

All members in employment are hereby requested to send their employment details to the Institute positively by **November 30, 2012**.

**Format in which the particulars need to be submitted**

The Secretary  
Institute of Cost Accountants of India  
CMA Bhawan  
12, Sudder Street  
Kolkata – 700016

I am a member of the Institute of Cost Accountants of India, in full-time employment. My employment details are provided below:

<b>Name</b>		
<b>Membership number</b>		
<b>Membership type</b>	<b>Associate</b>	<b>Fellow</b>
<b>Employed with (company name)</b>		
<b>Designation</b>		
<b>Employer Address (full postal address with PIN code)</b>		
<b>Email address</b>		
<b>Contact Number</b>		

I hereby declare that the above mentioned particulars are true and correct. I hereby undertake to inform the Institute about any changes in my employment mentioned above.

Date:

Place:

Signature of member with membership no.

Signature of Authorised Person of Company with Company Seal