BY FAX/e-mail

Fax : (033)2287-0958
E-Mail : rd.east@mca.gov.in

☎ 2287-0383

भारत सरकार/GOVERNMENT OF INDIA
कारपोरेट कार्य मंत्रालय/Ministry of Corporate Affairs
प्रादेशिक निदेशक का कार्यालय(पूर्व क्षेत्र)/Office of the Regional Director(ER)
निजाम पैलेस,दुसरा एम एस ओ बिल्डिंग,तीसरा तल/Nizam Palace, 2nd M SO Building, 3rd Floor
आचार्य जगदीश चन्द्र बोस रोड 234/4, Acharya Jagadish Chandra Bose Road
कोलकाता/KOLKATA – 700 020

No. RD/CLA/1/966(YF)/2018-Vol. II/Part-IV /627 **Dated : 03.05.2023**

To

(1) The Chairman,
Institute of Chartered Accountant of India (ICAI),
ICAI Bhawan,
7, Russel Street Park,
Kolkata – 700 071, West Bengal.

(2) The Chairman,
Institute of Cost & Management Accountants of India (ICMAI),
Eastern India Regional Council,
84, Harish Mukherjee Road,
Kolkata – 700 025, West Bengal.

Sub :- Engagement of Young Professional through Professional Institutions - reg.

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Sir,

With reference to this Directorate's letter of even No. dated 21.04.2023 on the subject cited above (copy enclosed), I am directed to state that no reply in the subject matter is received by this Directorate from your end.

It is therefore requested to expedite the matter and furnish your reply through e-mail also to this Directorate within 07 (seven) days from the date of receipt of this letter for taking necessary action at this Directorate.

Yours faithfully,

Enclo. As stated above.

3/5/2023

(M. K. Bagri)
Joint Director (Admin.)

BY FAX/e-mail

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भारत सरकार/GOVERNMENT OF INDIA
कारपोरेट कार्य मंत्रालय/Ministry of Corporate Affairs
प्रादेशिक निदेशक का कार्यालय(पूर्व क्षेत्र)/Office of the Regional Director(ER)
निजाम पैलेस,दुसरा एम एस ओ बिल्डिंग,तीसरा तल/Nizam Palace, 2nd M SO Building, 3rd Floor
आचार्य जगदीश चन्द्र बोस रोड 234/4, Acharya Jagadish Chandra Bose Road
कोलकाता/KOLKATA – 700 020

No. RD/CLA/1/966(YF)/2018-Vol. II/Part-V /251-53 Dated : 21.04.2023

To

(1) The Chairman,
Institute of Chartered Accountant of India (ICAI),
ICAI Bhawan,
7, Russel Street Park,
Kolkata – 700 071, West Bengal.

प्रेषित किया गया/Dispatched by
हस्ताक्षर/Signature
दिनांक/Date 21 APR 2023

(2) The Chairman,
Institute of Cost & Management Accountants of India (ICMAI),
Eastern India Regional Council,
84, Harish Mukherjee Road,
Kolkata – 700 025, West Bengal.

(3) The Chairman,
Institute of Company Secretaries of India (ICSI),
Eastern India Regional Council,
3A, Ahiripukur 1st Lane,
Kolkata – 700 019, West Bengal.

Sub :- Engagement of Young Professional through Professional Institutions - reg.

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Sir/Madam,

With reference to the subject cited above, I am directed to inform that this Directorate is in the process of engagement of 07 (Seven) nos. of Young Professional for facilitating various works under the Companies Act,1956/2013 on contractual basis as per the Scheme of YP **"for the offices situated at Kolkata only"** of the Ministry of Corporate Affairs.

In view of the above, you are requested to give wide publicity of the same as mentioned above and nominate after verification, the maximum possible **name(s) of interested Members for engagement at "Kolkata" only** within 10 (ten) days from the date of receipt of this letter. The brief details of the Terms and Conditions for the YP engagement is attached herewith and marked as **Annexure-"A"**

Yours faithfully,

Enclo. As stated above.

आर. के. त्रिपाठी/(R. K. Tripathi)
सहा. निदेशक (प्रशा.)/Asstt. Director (Admin.)

Annexure – A

The Brief Details of the Terms and Conditions for the engagement as Young Professional are as follows :

1. The Young Professional would be appointed to undertake mainly the work relating to legal/court cases including Inspection, Investigation and Inquiry under the Companies Act, 2013 and all other technical and related matters of field offices as well as any other work as per the emerging requirements of the Ministry.
2. The initial engagement as Young Professional may be for a minimum period of 03 (three) months and thereafter, the engagement would be reviewed and it would not exceed one year at a time and subject to the condition that the total engagement should not exceed the maximum term i.e. four years.
3. The appointment of Young Professional would be on full-time basis and they would not be permitted to take up any other assignment during the period of appointment as Young Professional with the Ministry of Corporate Affairs.
4. The appointment of Young Professional is of a temporary nature against the specific jobs/assignments. The appointment can be cancelled at any time by the Ministry without assigning any reasons.
5. **Experience (Employment/Practice/Research) in the relevant discipline – 3 to 5 years.**
6. **Young Professional should not be more than 35 years of age and must have good health.**
7. The Young Professional Category-I will be entitled for remuneration per month of Rs. 40,000/- (Rupees Forty Thousand) only and conveyance allowance per month of Rs. 1,000/- (Rupees One Thousand) only.
8. The Young Professional shall be eligible for 8 (eight) days leave in a Calendar year on pro-rata basis. Therefore, a Young Professional shall not draw any remuneration in case of his/her absence beyond 8 days in a Year (calculated on a pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year. The Ministry would free to terminate the services in case of absence of a Young Professionals by more than 15 days beyond the entitled leave in a calendar year.
9. The Young Professional shall follow the normal working hours i.e. 09-30 AM to 06-00 PM (Recess timing from 01-30 PM to 02-00 PM) from Monday to Friday. However, as per the exigency, Young Professional will have to attend office on Holidays to complete any emergent time bound work.
10. **The place/station for the engagement of YP is for Kolkata only.**