



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

13-CA (Exams)/Observer Empanel /November-December-2015

25<sup>th</sup> August, 2015

**ANNOUNCEMENT**

**EMPANELMENT OF MEMBERS TO ACT AS OBSERVERS AT THE EXAMINATION CENTRES  
FOR THE CHARTERED ACCOUNTANTS EXAMINATIONS  
NOVEMBER / DECEMBER 2015.**

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

**Intermediate (IPC) and Final exams                      From 1<sup>st</sup> November 2015 to 16<sup>th</sup> November 2015  
(excluding 11<sup>th</sup> November, 2015 on account of Deepawali)**

**Common Proficiency Test (CPT)                                      On 13<sup>th</sup> December 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; i.e. 1<sup>st</sup> September, 2015.
- ii) His/her name should have been borne on the Register of Members as on 1<sup>st</sup> May, 2013 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 November/ December 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 November/ December 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 ` 1500/- **per day / per session** and ` 350/- as conveyance reimbursement for 'A' class cities and ` 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>1<sup>st</sup> September 2015</b>
<b>Closing of the window for empanelment</b>	<b>21<sup>st</sup> September 2015</b>
<b>Hosting of the details of allotment of assignments</b>	<b>20<sup>th</sup> October 2015</b>

**Examination Department**

**Details of the cities in which the NOVEMBER / DECEMBER 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 Vadaj
- 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 - Churugate, 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 - Wardhaman 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	Coimbatore	Kozhikode	Thrissur
Anantapur	Ernakulam	Kumbakonam	Tiruchirapalli
Bangalore –I @@	Erode	Kurnool	Tirunelveli
Bangalore –II @@	Guntur	Madurai	Tirupati
Belgaum	Hubli	Mangalore	Tirupur
Bellary	Hyderabad – I *	Mysore	Tuticorin
Chennai – I #	Hyderabad – II *	Nellore	Udupi
Chennai – II #	Hyderabad – III *	Ongole	Vellore
Chennai – III #	Hyderabad – IV *	Palghat	Vijayawada
Chennai – IV #	Kakinada	Pondicherry	Vishakhapatnam
Chennai – V #	Kannur	Rajamahendravaram	Warangal
Chennai – VI #	Karimnagar	Salem	
Chennai – VII #	Kollam (Quilon)	Sivakasi	
Chennai – VIII #	Kottayam	Thiruvananthapuram	

**@@ 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 - Koti, Abids, Nampally, Charminar, Himayatnagar, Malakpet, Narayanaguda, Chikkadapalli, Nallakunta, Vidya Nagar, Domalaguda, Basheerbagh, L.B. Nagar, Gunfoundry, Baghlingampally, Begum bazar, etc.

Zone II - Secunderabad, West & East Maredpalli, Uppal, Malkajgiri, Tarnaka, Safilguda, Sainikpuri, A S Rao Nagar, Alwal, Osmania University area, Ramanthapur, etc.

Zone-III: Begumpet, Ameerpet, Khairatabad, Banjara Hills, Jubilee Hills, Masab Tank, Mehdiapatnam, S R Nagar, VengalaRao Nagar, Rajendra Nagar, etc.

Zone IV- Sanathnagar, Kukatpally, Erragadda, Qutbullapur, Miyapur, Nizampet, Bachupally, Chanda Nagar, Serilingampally, Gachibowli, Patancheruvu, IDPL X Road, Chintal, etc.

## 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, Sneh 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, Agrawak 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