



March 8, 2016

NOTICE

The Notice is hereby given to all Members of Pune Branch Managing Committee that, meeting of the Managing Committee members is called on **Tuesday, March 15, 2016 at 4 PM** at the Pune Branch of WIRC of ICAI, ICAI Bhawan, Bibwewadi, Pune - 411037.

The Agenda of the meeting is as follows:-

1. To read approve the minutes of the MC meetings held on March 4th, 2016;
2. To discuss regarding the coaching classes activities and appoint the co-ordinator/s for the same;
3. To discuss regarding the GMCS and Orientation activities and appoint the co-ordinator/s for the same;
4. To discuss regarding administrative activities at Pune Branch and appoint the co-ordinator/s for the same;
5. To discuss IVRS system to be implemented at Pune Branch and decide about the same;
6. To decide on sub committees of Pune Branch of WIRC for the year 2016-17
7. To discuss and plan the forthcoming Programs;
8. Any other matter with the permission of the chair.

All are requested to attend the meeting.

Sd\-

CA. Abhishek Dhamne
(Secretary)
Pune Branch of WIRC of ICAI

Sd\-

CA. Rekha Dhamankar
(Chairperson)
Pune Branch of WIRC of ICAI



Pune Branch of WIRC of ICAI
'ICAI Bhavan', Plot No.:- 8, Parshwanath Nagar, CTS No. 333, Sr. No. 573,
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**DRAFT OF MINUTES OF THE MANAGING COMMITTEE (MC) MEETING held on
15/03/2016 at ICAI BHAVAN, BIBWEWADI, PUNE. TIME - 4:00 PM**

Members Present:

1. CA Rekha Dhamankar - Chairperson
2. CA Abhishek Dhamne - Secretary
3. CA Rajesh Agrawal - Treasurer
4. CA Charuhas Upasani - MC Member & Chairman, Pune WICASA
5. CA Arun Anandgiri - MC Member
6. CA Ruta Chitale - MC Member
7. CA Sarvesh Joshi, RCM & Ex-Officio Member

Leave of Absence / Absent:

1. CA Sachin Parkale - Vice Chairman
2. CA S. B. Zaware, Central Council Member & Ex-Officio Member

Members Absent:

1. CA Anand Jakhotiya - MC Member
2. CA. Satyanarayan Mundada - RCM & Ex-Officio Member

As the quorum was present, the meeting was called to order and the following activities/subjects were conducted/discussed.

**1) To read approve the minutes of the MC meetings held on March 15h,
2016:**

Minutes approved with Minor Changes.

2) To discuss regarding the coaching classes activities and appoint the co-ordinator/s for the same:

Discussion was held about Current conduct of Coaching Classes. Chairperson expressed need for makeover in the way Currently Coaching classes and Revision Batches are being conducted.

RESOLVED that, a Students' Committee comprising of CA Charuhas Upasni, CA Rajesh Agrawal and CA Abhishek Dhamne will look after the matter of Coaching Classes and Revision Batches. It was also resolved that, Clarification from Board of Studies, ICAI to be obtained regarding conducting Virtual Classes. It was also resolved that, a mechanism be developed for Allowing free Coaching classes and Revision Batches to needy students. It was also resolved that, Guest faculty be invited for Revision Batches conducted by Pune Branch of WIRC.

3) To discuss regarding the GMCS and Orientation activities and appoint the co-ordinator/s for the same:

It was discussed and then Resolved that, CA Arun Anandgiri and CA Ruta Chitale be appointed as Co-ordinator for the GMCS and Orientation Activities.



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4) To discuss regarding administrative activities at Pune Branch and appoint the co-ordinator/s for the same:

After due deliberations on the existing administrative activities at Branch it was resolved that, CA Rekha Dhamankar and CA Ruta Chitale be appointed as Co-ordinator for Staff related administrative issues.

It was further Resolved that, CA Rajesh Agrawal and CA Abhishek Dhamne be appointed as co-ordinator for other routine administrative matters.

It was also discussed that, for smoother functioning Organization Chart of the Pune Branch of WIRC of ICAI be prepared.

It was discussed that, appropriate governance mechanism be developed and implemented for expenses over Rs. 100,000/-.

5) To discuss IVRS System to be implemented at Pune Branch and appoint the Co-ordinator for the same.

A brief presentation was made about IVRS System. Its functionalities and operation utilities were discussed. It was RESOLVED that, CA Abhishek Dhamne be appointed as co-ordinator for the same.

6) To decide on sub committees of Pune Branch of WIRC for the year 2016-17

It was decided that, Chairman and Vice Chairman of the respective Sub-Committee as decided in the meeting held on Mar 4, 2016 to decide other members of the Sub-Committee with the approval of Chairperson, Pune Branch of WIRC of ICAI at the earliest.

7) To discuss and plan the forthcoming Programs;

The action plan of following programs to be held in the month of April and May, 2016 was discussed and decided:

- o Company Law refreshers Course
- o Workshop on Auditing Standards
- o Certificate Course on Con-Current Audit

There being no other matters to be discussed; the meeting was concluded with a vote of thanks to the Chair.

CA Abhishek Dhamne
Secretary

CA Rekha Dhamankar
Chairperson