



THE INSTITUTE OF CHARTERED ACCOUNTANTS OF  
INDIA

(Set up by an Act of Parliament)

Pune (WIRC)

May 22, 2020

NOTICE

The Notice is hereby given to all Members of Pune Branch Managing Committee that, e- meeting of the Managing Committee Members is called on **Saturday, May 30, 2020** at **11.00 AM**. Link for attending the meeting will be shared in the due course.

**The Agenda of the meeting is as follows:**

1. Opening Remarks by Chairman;
2. To read and approve the minutes of the MC meetings held on 27th April, 2020;
3. To review the situation and decide Branch activities which can be started (if any);
4. To review/decide/approve pending interior related work;
5. To approve the Accounts for the year 2019-20 and review status of Audit being carried out;
6. To discuss and plan the forthcoming programs/webinars;
7. Any other matter with the permission of the chair.

All are requested to attend the e-meeting.

Sd/-

CA. Kashinath Pathare  
(Secretary)  
Pune Branch of WIRC of ICAI

Sd/-

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

**Minutes of the Managing Committee E-Meeting held on Saturday, May 30, 2020 at 11.00 am on online platform.**

**A. Following members were present for the e-meeting:**

1. CA Abhishek Dhamne, Chairman
2. CA Sameer Ladda, Vice chairman
3. CA Kashinath Pathare, Secretary and Treasurer
4. CA Ruta Chitale, Member
5. CA Rajesh Agrawal, Member
6. CA Amruta Kulkarni, Member
7. CA Abhishek Zaware, Member
8. CA Chandrashekhar Chitale, (Ex Officio) Central Council Member
9. CA Anand Jakhotiya, (Ex Officio) Regional Council Member
10. CA Arun Anandagiri, (Ex Officio) Regional Council Member

**B. Leave of absence was granted to the following members:**

1. CA Yashwant Kasar, (Ex Officio) Regional Council member

C. Since the required Quorum was present for the second e-meeting, CA Kashinath Pathare requested CA Abhishek Dhamne, Chairman to start the meeting. The meeting was commenced with CA Abhishek Dhamne, Chairman expressing welcome to all the Managing Committee members, Ex-officio members for the second e-meeting of Pune ICAI due to COVID-19, lockdown. He informed about some activities done during the lockdown period, the career counselling activity got good response, approved around 1000 students across Pune. From 25<sup>th</sup> of May, 2020 branch operation has started to some extent to complete the audit formalities.

D. The first agenda of the meeting was to read and approve the minutes of the MC meetings held on 27<sup>th</sup> April 2020: CA Abhishek Dhamne, Chairman informed that the draft minutes of 27<sup>th</sup> April 2020 & 7<sup>th</sup> March, 2020 had shared on email by the secretary, CA Kashinath Pathare.

E. The second point to discuss is to review the situation and decide Branch activities which can be started (if any): CA Abhishek Dhamne, Chairman, stated that the branch activities will be started for Audit of Account & Administrative pending work with the precautionary norms as directed by the government, we have took the police permission also for the same. He also informed that the branch data will be uploaded on cloud very soon, 20 mbps lease line installed at branch, server files will be uploaded, stored on drop box so that it can be also accessible to work from home to all concerned staff. As suggested by CA Arun Anandagiri 2-3 Laptops to be



*K Pathare*



purchased for all concerned staff after incorporating it in capital budget. CA Ruta Chitale suggested the Chairman to get it approved from WIRC on "extraordinary basis" since it is an unused situation. IVRS to be implemented very soon as the calls are coming on landlines and no one was there to pick up during the lockdown period.

- F. Further point of agenda to review/decide/approve pending interior related work: CA Abhishek Dhamne, Chairman, informed that there are two new cabin made at students section, leakage issue during the rain, renovation will be require. Almost 10 years old building, the branch will require the paining and its right time as there are no students, members activities at branch. Further he invited suggestions on the same from the members. CA Arun Anandagiri stated that "sanctioning of Rs.10 lakh expenditure for painting and cutting of staff salary is not in good faith, there should be a cohesion policy on cost to be incurred.
- G. CA Abhishek Dhamne further informed that the lights of ICAI bhawan, premises need to be change to LED lights along with electrical work to be done. CA Rajesh Agrawal stated that the cost of painting will not be beyond 7-8 lakh depending on the quality and other parameter. CA Arun Anandagiri requested CA Rajesh Agarwal to involve in this activity. CA Sameer Ladda, suggested that the vendors will visit the branch premises and will submit the quotations for painting. CA Arun Anandagiri along with CA Rajesh Agrawal, CA Amruta Kulkarni & CA Abhishek Zaware not approved the painting expenditure against the cutting of staff salaries. CA Abhishek Dhamne, Chairman suggested to have a considerable views taking all the points in to consideration regarding staff salaries.
- H. The next agenda was to approve the Accounts for the year 2019-20 and review status of Audit being carried out: CA Abhishek Dhamne, Chairman informed that from 15<sup>th</sup> of October,2019 the DCO got discontinued but the sharing of 60:40 expenses, asset, liabilities are pending, query raised to HO Account & VP sir also. Except this points the account and audit are ready. Internal audit we have solved maximum queries raised by them. Statutory auditor will be doing their work and will finalised in due course.
- I. CA Abhishek Zaware pointed out that two points :(i) income on investment are low, need to check the available criteria for investments, government securities etc. CA Abhishek Dhamne told that the notes to account will be shared to all once it's ready. CA Rajesh Agarwal suggested to do a variant analysis of income-expenditure. CA Abhishk Zaware highlighted the scholarship for students can be done independently by the branch, CA Kashinath Pathare told that he will check with HO & get back. (ii) Segment report to understand the statement. He also pointed out to check the share which HO will give to branch if GMCS/ITT/Adv. ITT started virtually for the financial year 2020-21. Also need to check if the HO had made reduction in



course fees if not we need to represent for reduction in fees for 2020-21 due to virtual mode.

- J. The last agenda was to discuss and plan the forthcoming programs/webinars: CA Abhishek Dhamne, Chairman informed that CA Amruta Kulkarni will be coordinating 4 days internal audit series. As per HO circular we need to arrange programme /virtual meeting on Standard of Auditing and professional ethics. CA Amruta Kulkarni requested for the guideline on the cyber age ethics for members from HO.
- K. CA Abhishek Dhamne, chairman explained the deduction behind the staff salaries which will be considered for payment depending on the certain benchmark. He also explained that they are contract employees and not permanent staff, as such some common parameter has to be worked out for contract people. There was no any communication from HO regarding the staff salary deduction mail sent to them. He further informed that we will follow the guideline, advisory issues from HO. CA Arun Anandagiri informed that branch will receive some advisory for the staff salaries, permanents as well as contractual but till 31<sup>st</sup> of May, 2020 there will not be any deduction in salaries. CA C V Chitale, informed that there will be some changes in the branch economy due to impact of COVID 19, pandemic situation, council will issue a guideline to all branches in due course. CA Abhishek Dhamne, Chairman mentioned that the AMC vendors & Rent, landlords are agreed for the some concession in their payments, period till the lockdown periods.
- L. CA Abhishek Zaware informed about the puneicai website, mobile app revamp finalization. The managing committee gave all right to CA Abhishek Zaware to finalise the vendor, being a Chairman of I.T committee of Pune ICAI. CA Amruta Kulkarni stated that all other matters can go ahead, electrical work, lighting, website revamp etc except the painting of building until the decision on staff salary deduction.
- M. There being no other items to discuss, Meeting was concluded with thanks to the Chair.

Sd/- K Pathare  
CA Kashinath Pathare  
Secretary

Sd/- AD  
CA Abhishek Dhamne  
Chairman

