



**INDIAN INSTITUTE OF INSURANCE SURVEYORS AND LOSS
ASSESSORS**

CIN: U80902TG2005NPL047675

Registered Office: 6-1-73, Office No. 104 & 106, First Floor, Saeed Plaza, Lakdi KaPul Hyderabad 500004, Telangana, India.

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Tel: 040-23261072, 23261073

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NOTICE

Notice is hereby given that the **15th ANNUAL GENERAL MEETING (AGM)** of the Members of **M/s. INDIAN INSTITUTE OF INSURANCE SURVEYORS AND LOSS ASSESSORS** will be held on Saturday 30th December, 2023 at 11:00 A.M at the Hotel Best Western Ashoka 6-1-70, Lakdikapul Hyderabad, 500004, Telangana, India and also through Video Conferencing or Other Audio-Visual Means ('VC/OAVM') to transact the following business:

ORDINARY BUSINESS:

- 1. To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended 31st March 2023, together with the notes attached thereto, along with Reports of the Board of Directors and Auditors thereon.**

SPECIAL BUSINESS:

- 2. Approval to Convene Annual General Meeting (AGM) at any place in India**

To consider and if thought fit, to pass with or without modification, the following resolution as Special Resolution:

"RESOLVED THAT the proposal to convene General Meeting at any place in India in future starting from next year as per the relaxation given to Section 8 Companies mentioned at Serial Number 4 in MCA Notification no. GSR No. 466(E) dated 05.06.2015 be and is hereby approved."

"RESOLVED FURTHER THAT the Council of the Company (Board of Directors) be and is hereby further authorized to fix time, date and place of each Annual General Meeting (AGM) taking note of abovesaid resolution."

- 3. Approval of Special Audit Report**

To consider and if thought fit, to pass with or without modification, the following resolution as an Ordinary Resolution:

"RESOLVED THAT the Special Audit Report for specific expenditure during the year 2020-21 (attached herein as annexure to explanatory statement) signed by CA Nitish Grover having membership Number 083921 of M/s. Nitish Grover

and Associates, Chartered Accountants having ICAI FRN 0024765 (Secunderabad) dated 03.12.2023 (*carried out as per verbal assurance given in AGM conducted in the year 2021 on dated 27.12.2021 and reconvened on 28.07.2022 wherein the then President/Chairman agreed to conduct special audit and place the report for approval of the members & subsequently discussed and resolved in Board Meeting held on 31st March and 1st April, 2022 and reconvened on 28.07.2022*) be and is hereby approved.”

“**RESOLVED FURTHER THAT** the Council of the Company be and is hereby authorized to act upon the Audit Report and take desirable, suitable & feasible actions thereupon keeping long term interest of IIISLA intact.”

For Indian Institute of Insurance Surveyors and Loss Assessors

Sd/-
LALIT GUPTA
PRESIDENT
DIN: 00626039

Place: Hyderabad
Date : 06th December, 2023

EXPLANATORY STATEMENT PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013

ITEM NO. 2:

Approval to convene Annual General Meeting (AGM) at any place in India:

Section 96(2) Proviso 3 inserted vide GSR 466 (E) dated 05.06.2015 authorized that the Company in general meeting can give directions to Board of Directors to decide time, date and place of each Annual General Meeting. IIISLA is having members all across India and on more than one occasions, members have reported difficulty in attending AGM in physical mode due to connectivity issues in reaching to Hyderabad City. To take care of this difficulty and to provide better accessibility to members to attend AGM in physical mode, it is proposed to give power to Board of directors to convene AGM at any place in India in future starting from next year.

None of the Directors, Key Managerial Personnel of the Company or their relatives is, in any way, concerned or interested in the Resolution. The Board recommends the Special Resolution as set out for approval by the Members.

ITEM NO. 3:

Approval of Special Audit Report

During AGM held on 27.12.2021, the members were furious about few expenditures and wanted detailed special audit which was agreed by the Chairman of the meeting at that time. Acting upon it, the Board deliberated the matter in its subsequent meetings held on 31st March and continued till 1st April, 2022 and authorized President to engage Professional. To conduct the special audit, CA Nitish Grover of M/s. Nitish Grover, Chartered Accountants was engaged by the Secretary Mr. Nirmal Tripathi and report was placed in Board meeting held on 5th & 6th December, 2023. The Board took a call to follow good governance practices and now the report received from Special Auditor is placed for approval of members and attached to explanatory statement.

None of the Directors, Key Managerial Personnel of the Company or their relatives is, in any way, concerned or interested in the Resolution except the concerned office bearer(s) holding office at that time and continuing till date. The Board recommends the Ordinary Resolution as set out for approval by the Members.

**For INDIAN INSTITUTE OF
INSURANCE SURVEYORS AND LOSS ASSESSORS**

S/d-
**LALIT GUPTA
PRESIDENT
DIN: 00626039**

Place: Hyderabad

Date: 06th December, 2023



NITISH GROVER & ASSOCIATES CHARTERED ACCOUNTANTS

32, Balaji Enclave, Transport Road Near Diamond Point. Secunderbad-500009
Telephone:9848012118, 9110741684 E-mail: nitishgrover@gmail.com

THE SECRETARY
INDIAN INSTITUTE OF INSURANCE SURVEYORS AND LOSS ASSESSORS
HYDERABAD
03RD DECEMBER, 2023.
Report UDIN: 23083921B GW9TGI755
PAN No: AABC15700M

Dear Sir,

INDEPENDENT PRACTITIONERS REPORT

Subject: Special Audit Report of specific Expenditure during the year 2020-21.

We refer to your Letter dated November 27, 2023 asking us to examine the following areas.

- High amount of legal expenses during the year 2020-21 pertaining to cases of lesser magnitude being paid more particularly cases against members being filed by IIISLA, the regulator IRDAI and cases related to elections.
- Auditors have declared expenses amounting to Rs. 4 lakhs without an agreement and authorization by AOA.
- Huge payment of fee to Company Secretary for a job which was earlier done at 1/3rd the price and obtaining frivolous opinions from them and its use in court cases.
- Details of Expenditure amounting to Rs. 2030350 and reasons for the same.

We have carried out our examination of records as an Independent Audit Practitioner and attached herewith our Special Audit Report on the specified areas.

Please find attached our captioned report. Please do contact us for any clarification or additional information.

For Nitish Grover & Associates
Chartered Accountants
Firm No 002476S

Nitish Grover
FCA
Proprietor
M. No 083921



PAN: AARPG8383P GSTIN:36AARPG8383P1ZO ICAI FIRM NO:002476S
ICAI MEMBERSHIP NO:083921 LEGAL NAME: NITISH GROVER

INDEPENDENT PRACTITIONERS REPORT

INDIAN INSTITUTE OF INSURANCE SURVEYORS AND LOSS ASSESSORS

SPECIAL AUDIT REPORT OF SPECIFIC EXPENDITURE DURING THE YEAR 2020-21

BACKGROUND

1. In terms of letter dated 27th November 2023 received on 28th November 2023 we have examined and studied the following aspects of expenditure during the year 2020-21
 - High amount of legal expenses during the year 2020-21 pertaining to cases of lesser magnitude being paid more particularly cases against members being filed by IISLA, the regulator IRDAI and cases related to elections.
 - Auditors have declared expenses amounting to Rs. 4 lakhs without an agreement and authorization by AOA.
 - Huge payment of fee to Company Secretary for a job which was earlier done at 1/3rd the price and obtaining frivolous opinions from them and its use in court cases.
 - Details of Expenditure amounting to Rs. 2030350 and reasons for the same

FINDINGS

Legal expenses

2.1 The legal expenses year wise from 2019-2020 to 2021-22 are given below

(Amount paid Net of TDS)

	2019-20	2020-21	2021-23
Legal Expenses	3,06,700.00	19,95,537.00	16,06,482.00
Legal Miscellaneous Expenses	-	-	22,350.00
TOTAL	3,06,700.00	19,95,537.00	16,28,832.00

2.2 It can be seen that the legal expenses have increased six times from 2019-2020

2.3 It is also noted that the lawyers bills state representation and miscellaneous expenses without giving breakup or details of expenses.

2.4 Lawyer wise details of expenses for 2019-2020 are given in Annexure Legal 1

2.5 Lawyer wise details of expenses for 2020-2021 are given in Annexure Legal 2.



EXPENDITURE WITHOUT AUTHORISATION

3.1 The following expenditure was incurred in respect of a expired contract. The contract has a clause for auto renewal but the IISLA has not given express consent for Renewal.

Name Of Party: Radius P Solutions

Contract Expired on: 10/09/2020

Amount Paid after expiry of Contract (See Annexure Exp 1)

Year	2020-21	2021-22
Amount Paid (Net of TDS)	62,900.00	1,87,035.00

3.2 The following expenditure appears to have been incurred for personal expenses

Name of Party: The New India Assurance co. ltd

Purpose of Insurance : Directors and Officers Liability Insurance.

Amount Paid including GST Rs 1,22,720.00 (See Annexure Exp 2)

Payments to Company Secretary

4.1. The details of payment to Company Secretary year wise are as follows:

Rupees

	2018-19	2019-20	2020-21	2021-22
Fees	18,000.00	2,43,050.00	4,38,626.00	2,02,370.00
Other Expenses	30,000.00	9,000.00	-	-
TOTAL	48,000.00	2,52,050.00	4,38,626.00	2,02,370.00

4.2 The payments to each of the Company Secretary Firms year wise are given below (details in Annexure CS 1)

Rupees

	2018-19	2019-20	2020-21	2021-22
Baheti Gupta & Co	48,000.00	56,250.00	-	32,400.00
R&A Associates	-	1,95,800.00	4,38,626.00	1,69,970.00
TOTAL	48,000.00	2,52,050.00	4,38,626.00	2,02,370.00

4.3 The rates charged by Baheti Gupta & Co and R and A associates are given in Annexure CS 2. It is noted that R&A Associates is charging for several services for which Baheti Gupta & co. was not charging and/or not rendering the service.



TOTAL EXPENDITURE

5.1 The reasons for the variance in expenditure (excess of 2020-21 over 2019-2020)

Legal Expenses	Rs. 16,88,837.00
Payments without contract/personal payments	Rs. 3,72,655.00
Company Secretary Payments increase	Rs. 1,86,576.00
TOTAL	Rs. 22,48,068.00

A handwritten signature in black ink is written over a purple circular stamp. To the right of the stamp, the date '31/12/2023' is handwritten in black ink.



N. Grover
Chartered Accountant

LEGAL CHARGES (2019-20)													
(NET PAID TO ADVOCATE AFTER DEDUCTING TDS)													
SL.NO	YEAR	COURT NAME	CASE REFERENCE	LAWYER NAME	PARTIES INVOLVED	PURPOSE OF THE CASE	VOUCHER NO.	VOUCHER (AS PER TALLY) DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	SERVICES PROVIDED	REMARKS
	1	2019-20	HIGH COURT OF DELHI	ANVIT MANGLA	MR. LAIT GUPTA VS. IPSA		313	29/07/2019	29/07/2019	AM-4/2019	67500.00	READING, HOLDING CONFERENCE AT HYDERABAD AND APPEARING IN HIGH COURT LEGAL OPINION / OBJECTIONS IN REFLECT OF PROPOSED AMENDMENT IN REGULATION	
	2	2019-20		ANVIT MANGLA			636	28/07/2019	15/07/2019	NOT AVAIL	15000.00		
	3	2019-20	HIGH COURT OF KERALA	CHAMPALGONSHI LOTUS LEGAL SOLUTIONS	MR. M.O. SAJAM		661	31/11/2019	31/11/2019	NOT AVAIL	31500.00	LEGAL FEE CHARGED	NO TDS DEDUCTED
	4	2019-20		JAGDISH KUMARIN & BEDIHARAN			841	14/12/2019	09/12/2019	LOS6-136	31500.00	PROFESSIONAL FEES FOR PREPARATION OF REPORT ON SABIA JOURNAL SCHEME	
	5	2019-20		MR. SRINIVASAN, IPSA-INDIAN YINT COORDINATOR (NOT AN ADVOCATE)			856		NOT AVAILABLE	NOT AVAIL	30000.00	LEGAL EXPENSES FOR IMP FOR REGULATION 2019	
	6	2019-20		S. KAMARUJAM			896	27/02/2020	NOT AVAILABLE	NOT AVAIL	15000.00	LEGAL FEES PAID TO CHINNAI ADVOCATE FOR COMIT/NPT PETITION NO. 2339/2019	
	7	2019-20		JAGDISH KUMARIN & BEDIHARAN			989	27/04/2020	30/01/2020	LE650-136	75000.00	PROFESSIONAL FEES FOR APPEARANCE BEFORE COMMISSIONER FOR THE PERSONAL HEARING PURPOSE	INVOICE DATE IS AFTER THE PAYMENT VOUCHER DATE
	8	2019-20	HIGH COURT OF DELHI	B.K. RISHI CO	IPSA VS. NEW INDIA ASSURANCE COMPANY LTD AND ANOTHER	APPLICATION FOR GRANTING SURVIVS TO PRIVATE AGENCIES	988	30/01/2020	27/01/2020	1343	25500.00	LEGAL CHARGES FOR MOVING STAY APPLICATION IN CO COURT CASE	AMIT PETITION (TWO NOT AVAILABLE)
	9	2019-20	HIGH COURT OF KERALA	LOTUS LEGAL SOLUTIONS	MR. M.S. IYANAMBARAN		1127	5/12/2020	17/11/2019	7895	10000.00	LEGAL FEE CHANGED	
	10	2019-20	HIGH COURT OF KERALA	LOTUS LEGAL SOLUTIONS	MR. DHU JOHN		1127	5/12/2020	12/12/2020	7974	10000.00	LEGAL FEE CHANGED	
	11	2019-20		BLACK N COATS			1147	11/12/2020	RETIRESHIP AGREEMENT IS AVAILABLE		18000.00	LEGAL ASSISTANT CHARGES FOR THE MONTH OF FEBRUARY 2020	AGREEMENT TERM 01/02/2020 TO 31/01/2023
	12	2019-20	HIGH COURT OF DELHI	ANVIT MANGLA	MR. LAIT GUPTA	COMPLAINT AGAINST LAIT GUPTA	1163	19/05/2020	17/11/2020	AM-43/20	19800.00	FILING TWO CIVIL PETITIONS AGAINST MR. LAIT GUPTA	
			TOTAL								300700.00		

25
3/12/2023



Nitish Grover
11/2/2023

LEGAL CHARGES (2020-21)													
NET PAID TO ADVOCATE AFTER DEDUCTING TAX													
Sl. NO	YEAR	COURT NAME	CASE REFERENCE	PLAINTIFF NAME	DEFENDANT INVOLVED	NUMBER OF THE CASE NO.	VOUCHER NO. (AS PER VALUE)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	SERVICES PROVIDED	REMARKS
1	2020-21	HIGH COURT OF DELHI		BLACK H COATS			2	1/28/2020	1/28/2020	RETROSPECTIVE AGREEMENT IS AVAILABLE	1200.00	LEGAL ASSISTANCE CHARGES FOR THE MONTH OF JANUARY 2020	AGREEMENT TERM 31/01/2021 TO 31/01/2021
2	2020-21	HIGH COURT OF DELHI		BLACK H COATS			43	4/15/2020	16/02/2020	RETROSPECTIVE AGREEMENT IS AVAILABLE	1200.00	LEGAL ASSISTANCE CHARGES FOR THE MONTH OF JANU. 2020	AGREEMENT TERM 01/02/2020 TO 31/01/2021
3	2020-21	HIGH COURT OF DELHI		BLACK H COATS			142	14/12/2020	16/02/2020	NOT AVAILABLE	2500.00	LEGAL ASSISTANCE CHARGES FOR THE MONTH OF JAN 2020	AGREEMENT TERM 01/02/2020 TO 31/01/2021
4	2020-21	HIGH COURT OF DELHI		BLACK H COATS			143	14/12/2020	16/02/2020	NOT AVAILABLE	2500.00	LEGAL ASSISTANCE CHARGES FOR THE MONTH OF JAN 2020	AGREEMENT TERM 01/02/2020 TO 31/01/2021
5	2020-21	HIGH COURT OF DELHI		ANIT MANGLA			185	18/12/2020	16/02/2020	NOT AVAILABLE	13500.00	PROFESSIONAL FEE FOR DRAFTING FILINGS AND PROSECUTING THE CHARGES COMPLAINT AGAINST MR. LAIT GUPTA	
6	2020-21	HIGH COURT OF DELHI		BLACK H COATS			238	27/12/2020	17/02/2020	17/02/2020	1800.00	LEGAL ASSISTANCE CHARGES FOR THE MONTH OF FEB 2020	AGREEMENT TERM 01/02/2020 TO 31/01/2021
7	2020-21	HIGH COURT OF DELHI		ANIT MANGLA			340	14/01/2021	20/02/2020	ANM-04/2020-21	10000.00	PROFESSIONAL FEE FOR DRAFTING THE SUBJECT MATTER WITH PETITION CHALLENGING THE BODY REGULATIONS 2020, APPEALANCE BEFORE HONBLE MR. JUSTICE PRADEEP SINGH ON 20.08.2020 & CONFERRED. ADVISE DIRECTION ON 20.08.2020	
8	2020-21	HIGH COURT OF DELHI		ANIT MANGLA			341	21/02/2020	20/02/2020	ANM-05/2020-21	174875.00	PROFESSIONAL FEE FOR DRAFTING WRITS TO THE APPLICATION, APPEALANCE BEFORE HONBLE MR. JUSTICE PRADEEP SINGH TO SUPREME COURT, NEW DELHI	
9	2020-21	HIGH COURT OF DELHI		ANIT MANGLA			342	22/02/2020	20/02/2020	ANM-07/2020-21	151875.00	PROFESSIONAL FEE FOR DRAFTING WRITS TO THE APPLICATION, APPEALANCE BEFORE HONBLE MR. JUSTICE PRADEEP SINGH TO SUPREME COURT, NEW DELHI	
10	2020-21	HIGH COURT OF DELHI		ANIT MANGLA			344	2/02/2020	16/02/2020	ANM-08/2020-21	203500.00	PROFESSIONAL FEE FOR DRAFTING WRITS TO THE APPLICATION, APPEALANCE BEFORE HONBLE MR. JUSTICE PRADEEP SINGH TO SUPREME COURT, NEW DELHI	
11	2020-21	HIGH COURT OF DELHI		ANIT MANGLA			402	08/02/2020	17/02/2020	ANM-10/2020-21	51500.00	PROFESSIONAL FEE FOR DRAFTING WRITS TO THE APPLICATION, APPEALANCE BEFORE HONBLE MR. JUSTICE PRADEEP SINGH TO SUPREME COURT, NEW DELHI	
12	2020-21	HIGH COURT OF DELHI		ANIT MANGLA			406	04/02/2020	12/02/2020	ANM-09/2020-21	115875.00	PROFESSIONAL FEE FOR DRAFTING WRITS TO THE APPLICATION, APPEALANCE BEFORE HONBLE MR. JUSTICE PRADEEP SINGH TO SUPREME COURT, NEW DELHI	



11/12/2023

LEGAL CHARGES (2020-21)											ANNEXURE - LEGAL 2		
INR PAID TO ADVOCATES AFTER DEDUCTING 10%													
S.NO	TEAM	COURT NAME	CASE REFERENCE	LAWYER NAME	PARTIES INVOLVED	PURPOSE OF THE CASE	VOUCHER NO.	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	SERVICES PROVIDED	REMARKS
13	2020-21	HIGH COURT OF DELHI	CAJCD NO. 419 OF 2020	ANJIT MANJGA	JAYSHANKAR LAL TIBU & OTHERS VS. SHRIKANT CHAKRAVARTY & OTHERS		407	06/12/2020	25/06/2020	AAA/06/2020-21	55000.00	APPEARANCE BEFORE HONBLE COURT AND BEFORE MR. JUSTICE JAYANT NATH ON 07.07.2020 & PROFESSIONAL FEES TO EXTERNAL COUNSEL MR. ASHISH BHODALKAR ON 07.07.2020	
14	2020-21		ORDER NO. 1703 INCS-403 OF 2021	LAKSHMI SHRIDHANNA			489	14/10/2020	07/10/2020	AAA/10/2020-21	18000.00	PROFESSIONAL CHARGES FOR DRAFTING APPEAL TO CIVIL APPELLATE COURT IN ORIGINAL NO. 1703 INCS-403 OF 2021 DATED 13.09.2020	
15	2020-21	HIGH COURT OF DELHI	WPC NO. 8117 OF 2020	ANJIT MANJGA	AAJY GONDHIA VS. JIBRAJ & OTHERS		385	05/11/2020	31/09/2020	AAA/11/2020-21	68175.00	APPEARANCE BEFORE MR. JUSTICE JAYANT NATH ON 23.09.2020 & PROFESSIONAL FEES TO EXTERNAL COUNSEL MR. ASHISH BHODALKAR FOR APPEARANCE ON 23.09.2020 BEFORE MR. JUSTICE JAYANT NATH	
16	2020-21	HIGH COURT OF DELHI	CAJCD NO. 419 OF 2020	ANJIT MANJGA	ANJAYANATH LAL TIBU & OTHERS VS. SHRIKANT CHAKRAVARTY & OTHERS		358	04/11/2020	21/09/2020	AAA/11/2020-21	55000.00	APPEARANCE BEFORE HONBLE COURT AND BEFORE MR. JUSTICE JAYANT NATH ON 28.09.2020 & PROFESSIONAL FEES TO EXTERNAL COUNSEL MR. ASHISH BHODALKAR FOR APPEARANCE ON 28.09.2020 BEFORE MR. JUSTICE JAYANT NATH	
17	2020-21	HIGH COURT OF DELHI	WPC NO. 11662 OF 2019	ANJIT MANJGA	JAYASHANKAR LAL TIBU & OTHERS VS. JIBRAJ & OTHERS		517	03/11/2020	21/09/2020	AAA/11/2020-21	68175.00	APPEARANCE BEFORE HONBLE COURT AND BEFORE MR. JUSTICE JAYANT NATH ON 15.10.2020 & PROFESSIONAL FEES TO EXTERNAL COUNSEL MR. ASHISH BHODALKAR FOR APPEARANCE ON 15.10.2020 BEFORE MR. JUSTICE JAYANT NATH	
18	2020-21	HIGH COURT OF DELHI	WPC NO. 8117 OF 2020	ANJIT MANJGA	AAJY GONDHIA VS. JIBRAJ & OTHERS		538	04/11/2020	21/09/2020	AAA/11/2020-21	18000.00	APPEARANCE BEFORE MR. JUSTICE JAYANT NATH ON 05.09.2020	
19	2020-21	HIGH COURT OF DELHI	WPC NO. 8117 OF 2020	ANJIT MANJGA	AAJY GONDHIA VS. JIBRAJ & OTHERS		539	04/11/2020	21/09/2020	AAA/11/2020-21	68175.00	APPEARANCE BEFORE MR. JUSTICE JAYANT NATH ON 23.10.2020 & PROFESSIONAL FEES TO EXTERNAL COUNSEL MR. ASHISH BHODALKAR FOR APPEARANCE ON 23.10.2020 BEFORE MR. JUSTICE JAYANT NATH	
20	2020-21	HIGH COURT OF DELHI	WPC NO. 8538 OF 2020	ANJIT MANJGA	JAYANT KUMAR & ANJAY VS. JIBRAJ & OTHERS		540	04/11/2020	21/09/2020	AAA/11/2020-21	18975.00	APPEARANCE BEFORE MR. JUSTICE JAYANT NATH ON 23.10.2020 & PROFESSIONAL FEES TO EXTERNAL COUNSEL MR. ASHISH BHODALKAR FOR APPEARANCE ON 23.10.2020 BEFORE MR. JUSTICE JAYANT NATH	

LEGAL CHARGES (2020-21) ANNEXURE: LEGAL 2

S.NO	YEAR	COURT NAME	CASE REFERENCE	LAWYER NAME	PARTIES INVOLVED	PURPOSE OF THE CASE	VOUCHER NO.	VOUCHER DATE	VOUCHER NO. (AS PER VOUCHER DATE)	IMPONCE DATE	IMPONCE DATE	IMPONCE NUMBER	AMOUNT PAID	SERVICES PROVIDED	REMARKS
20	2020-21	HIGH COURT OF DELHI	WP(C) NO. 11462 OF 2019	ANJIT MANGIQA	JAYANTI SHUKLA & ANS VS. INDIA & OTHERS	VOUCHER NO. 548	24/11/2020	548	24/11/2020	AM 21/2020-21	66375.00	APPEARANCE BEFORE HON'BLE COURT AND BEFORE MR. JUSTICE JAWANT NATH ON 03.11.2020 & PROFESSIONAL FEES TO EXTERNAL COUNCIL MR. ASHISH SHUKLA FOR APPEARANCE ON 03.11.2020 BEFORE MR. JUSTICE JAWANT NATH			
21	2020-21	HIGH COURT OF DELHI	WP(C) NO. 11462 OF 2019	ANJIT MANGIQA	JAYANTI SHUKLA & ANS VS. INDIA & OTHERS	VOUCHER NO. 549	13/09/2020	549	13/09/2020	AM 13/2020-21	66375.00	APPEARANCE BEFORE HON'BLE COURT AND BEFORE MR. JUSTICE JAWANT NATH ON 28.08.2020 & PROFESSIONAL FEES TO EXTERNAL COUNCIL MR. ASHISH SHUKLA FOR APPEARANCE ON 28.08.2020 BEFORE MR. JUSTICE JAWANT NATH			
22	2020-21	HIGH COURT OF DELHI	WP(C) NO. 8536 OF 2020	ANJIT MANGIQA	JAYANT SHUKLA & ANS VS. INDIA & OTHERS	VOUCHER NO. 547	24/11/2020	547	24/11/2020	AM 21/2020-21	66375.00	APPEARANCE BEFORE HON'BLE COURT AND BEFORE MR. JUSTICE JAWANT NATH ON 03.11.2020 & PROFESSIONAL FEES TO EXTERNAL COUNCIL MR. ASHISH SHUKLA FOR APPEARANCE ON 03.11.2020 BEFORE MR. JUSTICE JAWANT NATH			
23	2020-21	HIGH COURT OF DELHI	WP(C) NO. 6137 OF 2020	ANJIT MANGIQA	ANITA SHUKLA VS. INDIA & OTHERS	VOUCHER NO. 548	24/11/2020	548	24/11/2020	AM 21/2020-21	66375.00	APPEARANCE BEFORE HON'BLE COURT AND BEFORE MR. JUSTICE JAWANT NATH ON 03.11.2020 & PROFESSIONAL FEES TO EXTERNAL COUNCIL MR. ASHISH SHUKLA FOR APPEARANCE ON 03.11.2020 BEFORE MR. JUSTICE JAWANT NATH			
24	2020-21	HIGH COURT OF DELHI	WP(C) NO. 11462 OF 2019	ANJIT MANGIQA	JAYANTI SHUKLA & ANS VS. INDIA & OTHERS	VOUCHER NO. 549	24/11/2020	549	24/11/2020	AM 21/2020-21	66375.00	APPEARANCE BEFORE HON'BLE COURT AND BEFORE MR. JUSTICE JAWANT NATH ON 03.11.2020 & PROFESSIONAL FEES TO EXTERNAL COUNCIL MR. ASHISH SHUKLA FOR APPEARANCE ON 03.11.2020 BEFORE MR. JUSTICE JAWANT NATH			
25	2020-21	HIGH COURT OF DELHI	WP(C) NO. 4159 OF 2020	ANJIT MANGIQA	JAYANTI SHUKLA & ANS VS. INDIA & OTHERS	VOUCHER NO. 546	24/11/2020	546	24/11/2020	AM 21/2020-21	55500.00	APPEARANCE BEFORE HON'BLE COURT AND BEFORE MR. JUSTICE JAWANT NATH ON 03.11.2020 & PROFESSIONAL FEES TO EXTERNAL COUNCIL MR. ASHISH SHUKLA FOR APPEARANCE ON 03.11.2020 BEFORE MR. JUSTICE JAWANT NATH			
26	2020-21	HIGH COURT OF DELHI	WP(C) NO. 3090 OF 2020	ANJIT MANGIQA	YOGESH SHANTARAM PATIL VS. INDIA & OTHERS	VOUCHER NO. 593	24/11/2020	593	24/11/2020	AM 24/2020-21	66375.00	APPEARANCE BEFORE HON'BLE COURT AND BEFORE MR. JUSTICE JAWANT NATH ON 12.11.2020 & PROFESSIONAL FEES TO EXTERNAL COUNCIL MR. ASHISH SHUKLA FOR APPEARANCE ON 12.11.2020 BEFORE MR. JUSTICE JAWANT NATH			
27	2020-21	HIGH COURT OF DELHI	WP(C) NO. 11462 OF 2019	ANJIT MANGIQA	JAYANTI SHUKLA & ANS VS. INDIA & OTHERS	VOUCHER NO. 620	27/09/2021	620	27/09/2021	AM 24/2020-21	66375.00	APPEARANCE BEFORE HON'BLE COURT AND BEFORE MR. JUSTICE JAWANT NATH ON 28.08.2020 & PROFESSIONAL FEES TO EXTERNAL COUNCIL MR. ASHISH SHUKLA FOR APPEARANCE ON 28.08.2020 BEFORE MR. JUSTICE JAWANT NATH			
28	2020-21	HIGH COURT OF DELHI	WP(C) NO. 11462 OF 2019	ANJIT MANGIQA	JAYANTI SHUKLA & ANS VS. INDIA & OTHERS	VOUCHER NO. 621	27/09/2021	621	27/09/2021	AM 24/2020-21	37000.00	PROFESSIONAL FEES FOR DRAWING APPLICATION FOR VACATION OF STAFF			



LEGAL CHARGES (2020-21)

ANNEXURE: LEGAL 2

S.NO	YEAR	COURT NAME	CASE REFERENCE	LAWYER NAME	PARTIES INVOLVED	NUMBER OF THE COURT NO.	VOUCHER NO. (FOR PAID)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	SERVICES PROVIDED	REMARKS
29	2020-21			ANANT MANGLA	MR. LAIT GUPTA, ANANT MANGLA & OTHERS	CRIMINAL COMPLAINT AGAINST MR. LAIT GUPTA	827	830/20/02/2021	21/01/2021	AM-27/2020-21	50875.00	PROFESSIONAL FEE FOR DRAFTING AND SIGNING THE CRIMINAL COMPLAINT AGAINST MR. LAIT GUPTA	
30	2020-21	HIGH COURT OF DELHI	WP(C) NO. 824 OF 2020	ANANT MANGLA	OTHERS	WARRANT FOR PRODUCTION OF DOCUMENTS	823	831/20/02/2021	21/01/2021	AM-29/2020-21	23125.00	PROFESSIONAL FEE FOR DRAFTING, REVIEW, COUNTER AFFIDAVIT TO THE WARRANT RETURN	
31	2020-21			ANANT MANGLA	POLICY MAKERS INSURANCE BROKERS PRIVATE LIMITED	WARRANT FOR PRODUCTION OF DOCUMENTS	824	832/20/02/2021	21/01/2021	AM-30/2020-21	13175.00	PROFESSIONAL FEE FOR DRAFTING LEGAL NOTICE AGAINST POLICY MAKERS INSURANCE BROKERS PRIVATE LIMITED	
32	2020-21	HIGH COURT OF DELHI	WP(C) NO. 1846/2021	ANANT MANGLA	ELB BHOJALAN MAHARAJA VS. MR. LAIT GUPTA & OTHERS	WARRANT FOR PRODUCTION OF DOCUMENTS	825	833/20/02/2021	18/02/2021	AM-31/2020-21	115625.00	APPEARANCE BEFORE HONBLE COURT AND BEFORE HONBLE JUDGE FOR PRODUCTION OF DOCUMENTS TO DISTRICT JUDGE, MR. ASHISH CHODAKAR FOR APPEARANCE ON 11.02.2021 BEFORE MR. JUSTICE PATIL FOR APPEARANCE ON 15.02.2021 BEFORE MR. JUSTICE PATIL	
33	2020-21	HIGH COURT OF DELHI	WP(C) NO. 825 OF 2020	ANANT MANGLA	ANANT MANGLA & ANANT VS. MR. LAIT GUPTA & OTHERS	WARRANT FOR PRODUCTION OF DOCUMENTS	822	831/20/02/2021	21/01/2021	AM-29/2020-21	247500.00	APPEARANCE BEFORE HONBLE COURT AND BEFORE MR. JUSTICE PATIL FOR APPEARANCE ON 15.02.2021 & PRODUCTION OF DOCUMENTS TO DISTRICT JUDGE, MR. ASHISH CHODAKAR FOR APPEARANCE ON 15.02.2021 BEFORE MR. JUSTICE PATIL	
	TOTAL										847500.00		



RADIUS P SOLUTIONS

ANNEXURE: EXP 1

NAME OF THE SOFTWARE AGREEMENT
 START DATE 11/9/2019
 END DATE MINIMUM ONE YEAR
 ANNUAL PACKAGE RS. 200000/-

YEAR	VOUCHER NO.	VOUCHER NO. (AS PER TALLY)	DATE OF PAYMENT	AMOUNT PAID (NET OF TDS)
2019-20	ADVANCE @30%	464	11/9/2019	54000.00
2019-20	BALANCE @70%	1166	13/03/2020	126000.00
	TOTAL			180000.00

YEAR	VOUCHER NO.	VOUCHER NO. (AS PER TALLY)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID (NET OF TDS)	PURPOSE
2020-21	785	779	30/01/2021	15/12/2020	RPS/2020/DEC/007	62900.00	MAINTENANCE CHARGES FOR THE PERIOD 12/09/2020 TO 11/01/2021
2021-22	55	58	30/04/2021	25/03/2021	RPS/2021/MAR/009	31450.00	MAINTENANCE CHARGES FOR THE PERIOD 12/01/2021 TO 11/03/2021
2021-22	110	108	31/05/2021	19/05/2021	RPS/2021/MAY/010	31025.00	MAINTENANCE CHARGES FOR THE PERIOD 12/03/2021 TO 11/05/2021
2021-22	390	389	15/09/2021	19/07/2021	RPS/2021/JULY/011	30600.00	MAINTENANCE CHARGES FOR THE PERIOD 12/05/2021 TO 11/07/2021
2021-22	414	413	21/09/2021	23/08/2021 & 13/09/2021	RPS/2021/AUG/012 & RPS/2021/SEP/013	30600.00	MAINTENANCE CHARGES FOR THE PERIOD 12/07/2021 TO 11/09/2021



YEAR	VOUCHER NO.	VOUCHER NO. (AS PER TALLY)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID (NET OF TDS)	PURPOSE
2021-22	514	525	27/10/2021	13/10/2021	RPS/2021/OCT/018	17280.00	MAINTENANCE CHARGES FOR THE PERIOD 12/09/2021 TO 11/10/2021
2021-22	601	618	28/11/2021	15/11/2021	RPS/2021/NOV/019	17280.00	MAINTENANCE CHARGES FOR THE PERIOD 12/10/2021 TO 11/11/2021
2021-22	734	733	4/1/2022	20/12/2021	RPS/2021/DEC/020	17280.00	MAINTENANCE CHARGES FOR THE PERIOD 12/11/2021 TO 11/12/2021
2021-22	824	833	18/02/2022	31/12/2021	RPS/2021/DEC/021	11520.00	MAINTENANCE CHARGES FOR THE PERIOD 12/11/2021 TO 31/12/2021
TOTAL						249935.00	

CHARGES FOR OTHER SERVICES

YEAR	VOUCHER NO.	VOUCHER NO. (AS PER TALLY)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT	PURPOSE
2019-20	720	720	16/11/2019	2/11/2019	RPS/2019/NOV/001	36720.00	DEVELOPMENT OF DIFFERENT APPLICATION PAGES FOR ADMIN OFFICE UTILIZATION
2019-20	886	886	31/12/2019	QUOTATION AVAILABLE & INVOICE NOT AVAILABLE		80514.00	SOFTWARE ADDITIONAL REQUIREMENTS FOR SMOOTH FUNCTIONING OF IISLA ADMIN OFFICE
2020-21	346	344	2/9/2020	11/8/2020	NOT FOUND	201835.00	DEVELOPMENT OF NEW MODULE FOR SMOOTH FUNCTIONING OF IISLA
TOTAL						319069.00	



THE NEW INDIA ASSURANCE CO. LTD

ANNEXURE: EXP 2

POLICY NAME DIRECTORS AND OFFICERS LIABILITY INSURANCE

DATE OF PROPOSAL 16/10/2019

TOTAL SUM INSURED RS. 4000000/-

INSURANCE PREMIUM PAID

YEAR	VOUCHER NO.	VOUCHER NO. (AS PER TALLY)	DATE OF PAYMENT	VALIDITY TILL	PREMIUM AMOUNT
2019-20	584	588	16/10/2019	15/10/2020	61360.00
2020-21	449	451	6/10/2020	15/10/2021	61360.00
2021-22	NA	NA	NOT PAID	NOT RENEWED	NOT PAID
TOTAL					122720.00



COMPANY SECRETARY EXPENSES

BAHETI GUPTA & CO

ANNEXURE: CS 1

DETAILS OF BILLS									
YEAR	VOUCHER	VOUCHER NO. (AS PER TALLY)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	PURPOSE	REMARKS	
2018-19	497	497	7/9/2018	7/9/2018	01/09/2018	18000.00	PROFESSIONAL FEES FOR EXTENSION OF AGM FOR FY 2017-18		
2018-19	498	498	7/9/2018	7/9/2018	02/09/2018	30000.00	REIMBURSEMENT OF OUT OF EXPENSES FOR EXTENSION OF AGM FOR FY 2017-18	OTHER EXPENSES (WITHOUT GIVING DETAILS)	
TOTAL						48000.00			
2019-20	72	72	23/04/2018	16/03/2019	06/03/2019	27000.00	PROFESSIONAL FEES FOR CONDUCTING AGM, DRAFTING ANNUAL REPORT, CERTIFICATION OF FORM MGT-7 FOR FY 2017-18		
2019-20	133	133	22/05/2019	8/4/2019	08/2019-20	29250.00	PROFESSIONAL FEES FOR PROVIDING SERVICES AS ELECTION OFFICER FOR THE 3RD ELECTION OF ZONAL COUNCILS AND STATE CHAPTERS ALL OVER INDIA OF IISLA		
TOTAL						56250.00			
2021-22	821	830	18/02/2022	1/8/2022	21-22/JAN/023	10800.00	PROFESSIONAL CHARGES FOR SECRETARIAL SERVICES		
2021-22	948	950	30/03/2022	25/03/2022 & 26/03/2022	21-22/March/28 & 21-22/March/29	21600.00	PROFESSIONAL CHARGES FOR SECRETARIAL SERVICES TOWARDS BOARD MEETING HELD ON 22/01/2022 & 14/03/2022		
TOTAL						32400.00			
GRAND TOTAL						136650.00			
DETAILS OF BILLS									
YEAR	VOUCHER	VOUCHER NO. (AS PER TALLY)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	PURPOSE	REMARKS	
2019-20	516	516	26/09/2019	31/08/2019 & 06/09/2019	RNA/CSG/7581920 & RNA/CSG/8311920	27460.00	PROFESSIONAL CHARGES TOWARDS FILING FORM DIR-12 FOR APPOINTMENT OF 9 ADDITIONAL DIRECTORS, RETIREMENT OF 3 DIRECTORS & ASSISTING IN CONDUCTING COUNCIL MEETING ON 27/08/2019		



2023



2023

YEAR	VOUCHER	VOUCHER NO. (AS PER TALLY)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	PURPOSE	REMARKS
2019-20	611	611	19/10/2019	25/09/2019, 26/09/2019, 10/10/2019, 11/10/2019	DN/4751920, RMA/CSG/8691920, DN/4771920, RMA/CSG/8721920, DN/5071920, RMA/CSG/10311920, DN/5131920, RMA/CSG/15901920, DN/7181920, DN/9251920	2440.00	PROFESSIONAL CHARGES FOR ASSISTING IN CONDUCTING THE COUNCIL MEETING ON 17/10/2019, CERTIFICATION OF DIR 3 KEY, FRESH CLASS-2 DSC & ROC FILING CHARGES OTHER EXPENSES (WITHOUT GIVING DETAILS)	
2019-20	712	712	15/11/2019	25/10/2019	RMA/CSG/10651920, RMA/CSG/10641920, RMA/CSG/10631920, DN/5081920	30380.00	PROFESSIONAL CHARGES FOR ASSISTING IN CONDUCTING THE COUNCIL MEETING ON 17/10/2019, CERTIFICATION OF DIR 3 KEY, FRESH CLASS-2 DSC & ROC FILING CHARGES	
2019-20	740	748	27/11/2019	4/11/2019	RMA/CSG/11541920, RMA/CSG/11551920 & DN/6211920	4840.00	PROFESSIONAL CHARGES FOR CERTIFICATION OF FORM DIR-12 & ROC FILING CHARGES	
2019-20	753	764	30/11/2019	21/11/2019	DN/7061920 & RMA/CSG/12081920 DN/8361920	2620.00	PROFESSIONAL CHARGES FOR CERTIFICATION OF FORM DIR-12 & ROC FILING CHARGES	
2019-20	886	886	26/11/2019	20/12/2019	RMA/CSG/13711920, RMA/CSG/13721920, RMA/CSG/13731920, RMA/CSG/13741920, RMA/CSG/13751920	53860.00	PROFESSIONAL CHARGES FOR PREPARATION OF DOCUMENTATION FOR ROC FORMS (DIR-12, ADT-1) AND ASSISTING IN CONDUCTING AGM & COUNCIL MEETING HELD ON 09/12/2019 & ROC FILING CHARGES	
2019-20	997	997	30/01/2020	16/01/2020	RMA/CSG/15901920	4180.00	PROFESSIONAL CHARGES FOR PREPARATION OF DOCUMENTATION FOR ROC FORMS (FORM MGT-7) FY 2018-19	
2019-20	1190	1190	30/03/2020	16/01/2020, 14/02/2020, 25/02/2020, 21/03/2020, 27/03/2020,	DN/9261920, DN/11561920, RMA/CSG/15901920, RMA/CSG/17241920, RMA/CSG/17561920, RMA/CSG/18641920	48020.00	PROFESSIONAL CHARGES FOR PREPARATION OF DOCUMENTATION FOR ROC FORMS (DIR-12, MGT-7 FOR FY 2018-19) AND ASSISTING AND CONDUCTING CENTRAL COUNCIL MEETING HELD ON 09/12/2019 & ROC FILING CHARGES	
2019-21	186	186	17/2020	14/05/2020, 24/06/2020	RMA/CSG/2062021, DN/782021, RMA/CSG/3272021	7382.00	PROFESSIONAL FEES FOR PREPARATION OF DOCUMENTATION FOR ROC FORMS (DIR-12) AND CIRCULAR RESOLUTION TO REVISE THE ANNUAL SUBSCRIPTION FEE & ROC FILING CHARGES	
TOTAL						159580.00	TWICE PAYMENT MADE FOR THE INVOICE NO: RMA/CSG/15901920	



YEAR	VOUCHER NUMBER	VOUCHER NO. (AS PER TALLY)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	PURPOSE	REMARKS
2020-21	266	268	3/8/2020	21/07/2020	RMA/CSG/4752021	27625.00	PROFESSIONAL CHARGES TOWARDS OPINION ON RETIREMENT OF DIRECTORS	
2020-21	594	592	28/11/2020	16/11/2020	RMA/CSG/1032021	221000.00	PROFESSIONAL CHARGES FOR ASSISTING IN CONDUCTING OF CHAPTER AND ZONAL ELECTIONS 2020.	
2020-21	660	659	21/12/2020	17/11/2020 & 19/11/2020	RMA/CSG/10512021, RMA/CSG/10672021	7182.00	PROFESSIONAL CHARGES FOR DSC AND DOCUMENTATION FOR CIRCULAR RESOLUTION FOR CLOSURE OF BANK ACCOUNTS	FRESH CLASS-2 DSC FOR 2 YEARS CHARGED RS. 1500/-
2020-21	717	714	5/1/2021	22/12/2020	DN/5982021	200.00	ROC FILING CHARGES	
2020-21	796	783	30/01/2021	20/01/2021	RMA/CSG/13692021	3867.00	PROFESSIONAL CHARGES FOR FRESH CLASS-2 DSC	FRESH CLASS-2 DSC CHARGED RS. 3500/-
2020-21	836	835	20/02/2021	10/2/2021	RMA/CSG/14802021, RMA/CSG/14892021, RMA/CSG/14792021, DN/8292021, DN/8092021, RMA/CSG/14782021, DN/8502021,	44295.00	PROFESSIONAL CHARGES FOR DRAFTING AND REPLYING TO THE COMPLAINT RAISED BY THE MEMBER, CERTIFICATION OF ROC FORMS (MGT-14, AOC-4, DIR-12), CIRCULAR RESOLUTION PURPOSES, ASSISTING IN CONDUCTING COUNCIL MEETING HELD ON 18/01/2021 & ROC FILING CHARGES	
2020-21	863	861	5/3/2021	21/1/2021	RMA/CSG/12312021, RMA/CSG/12322021, RMA/CSG/12292021, RMA/CSG/12302021	127075.00	PROFESSIONAL CHARGES FOR PREPARATION OF ANNUAL REPORT, ASSIST IN CONDUCT OF THE AGM, PREPARATION OF AGM MINUTES, ACTING AS A SCRUTINISER FOR THE 12TH AGM, ASSISTING IN CONDUCTING COUNCIL MEETING HELD ON 27/11/2020, 28/12/2020	
2021-22	66	67	5/5/2021	20/03/2021	RMA/CSG/16422021	33150.00	PROFESSIONAL CHARGES FOR ASSISTING IN CONDUCTING COUNCIL MEETING ON 3/3/2021 AND FOR CIRCULAR RESOLUTION PURPOSES	
2021-22	108	106	31/5/2021	30/04/2021, 12/05/2021	RMA/CSG/1682122, RMA/CSG/2672122	23220.00	PROFESSIONAL CHARGES FOR PREPARATION AND FILING OF FORM MSME-1 FOR THE HALF YEAR ENDED 31/03/2021 & CONDUCTING BOARD MEETING HELD ON 3/4/2021	

YEAR	VOUCHER NO.	VOUCHER NO. (AS PER TALLY)	VOUCHER DATE	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	PURPOSE	REMARKS
2021-22	169	169	1/7/2021	9/6/2021	RMA/CSG/993122	5400.00	PROFESSIONAL CHARGES FOR ASSISTING IN DRAFTING AND PASSING CIRCULAR RESOLUTION FOR RE-CONSTITUTION OF BENEVOLENT COMMITTEE.	
2021-22	427	427	25/09/2021	24/09/2021	RMA/CSG/9072122	108000.00	PROFESSIONAL CHARGES FOR SEEKING EXTENSION OF AGM FOR THE FY 2020-21, DRAFTING OF CIRCULAR RESOLUTION & ASSISTING AND CONDUCTING BOARD MEETING HELD ON 20/09/2021	FEE DETAILS NOT GIVEN SEPARATELY FOR DRAFTING CIRCULAR RESOLUTION FOR SEEKING EXTENSION OF AGM, DRAFTING AND FILING TO ROC FOR EXTENSION OF AGM & DRAFTING REPLIES AND CLARIFICATION LETTERS SUBMITTED TO ROC.
2021-22	490	490	14/10/2021	11/10/2021	RMA/CSG/9092122 DW/6492122	200.00	ROC FILING CHARGES	
TOTAL						169970.00		
GRAND TOTAL						804396.00		



2023

COMPANY SECRETARY EXPENSES		ANNEXURE: CS 2	
(AMOUNT NOT INCLUDING GST)			
S.NO	DETAILS OF WORK	R&A ASSOCIATES	BAHETI GUPTA & CO
1	ASSISTING IN CONDUCTING AGM	25000.00	15000.00
2	DOCUMENTATION FOR AGM EXTENSION	10000.00	20000.00
3	ACTING AS A SCRUTINISER FOR THE AGM	50000.00	-
4	OTHER EXPENSES FOR AGM EXTENSION	5000.00	-
5	DRAFTING ANNUAL REPORT	-	5000.00
6	CERTIFICATION OF FORM DIR-12	1500.00	-
7	CERTIFICATION OF FORM MGT-7	3000 (incl. preparation, certification & filing)	10000.00
8	CERTIFICATION OF INC 22	1500.00	-
9	CERTIFICATION OF DIR 3 KYC	1500.00	-
10	CERTIFICATION OF FORM MGT-14	1500.00	-
11	CERTIFICATION OF FORM AOC-4	3000.00	-
12	PREPARATION & FILING OF FORM ADT-1	1500.00	-
13	PREPARATION & FILING OF FORM MSME-1	1500.00	-
14	FRESH CLASS-2 DSC	3500.00	-
15	ASSISTING IN CONDUCTING COUNCIL MEETING	20000.00	-
16	ASSISTING & CONDUCTING BOARD MEETING	20000.00	-
17	ELECTION OFFICER FOR ZONAL COUNCILS AND STATE CHAPTERS ALL OVER INDIA	-	32500.00
18	ASSISTING IN CONDUCTING OF CHAPTER AND ZONAL ELECTIONS	200000.00	-
19	SECRETARIAL SERVICES	-	10000.00
20	CIRCULAR RESOLUTION	5000.00	-
21	OPINION ON RETIREMENT OF DIRECTORS	25000.00	-
22	REPLYING TO THE COMPLAINT RAISED BY THE MEMBER	5000.00	-
23	REPLYING TO THE COMPLAINT RAISED BY THE INVESTOR (EXPERTISE INVOLVED IN DRAFTING REPLY)	20000.00	-



UDIN:	23083921BGWSJG1755
MRN/Name:	083921/NITISH GROVER
Firm Registration No.:	0024765
Document type:	Audit and Assurance Functions
Document sub type:	Internal Audit
Document Date:	03-12-2023
Create Date/Time:	06-12-2023 11:07:22
Financial Figures/Particulars:	
Financial Year:	01-04-2020-31-03-2021
PAN of the Assessee/ Auditee:	AABC15700M
Cash and Cash Equivalent:	NA
Any Comment/ Recommendation/ Adverse Comment:	LEGAL EXPENSES OF 2020-21 OVER 2019-20: RS. 16,88,837.00
COMPANY SECRETARY PAYMENTS INCREASE IN 2020-21:	RS. 1,86,576.00
Document description:	SPECIAL AUDIT REPORT OF SPECIFIC EXPENDITURE DURING THE YEAR 2020-21



NOTES:

1. In accordance with the Ministry of Corporate Affairs, ("MCA") General Circulars Nos. 14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 5, 2020, 02/2021 dated January 13, 2021, 21/2021 dated December 14, 2021 and 2/2022 dated May 5, 2022, respectively, ("the MCA Circulars") the Annual General Meeting ("AGM") will be held in Hybrid Mode for the Members at a common venue and Members can also attend and participate in the AGM through VC/OAVM., it has been decided to convene the 15th Annual General Meeting ('AGM') of the Company through both the modes i.e., through physical mode and through VC/OAVM facility on Saturday 30th December, 2023 at 11.00 A.M.(IST).
2. ROC Telangana vide its order dated 15th September, 2023 has given extension of three months to convene the Annual General Meeting (AGM) in response to the company's application submitted vide SRN F64058043 on 08th September, 2023 requesting for an extension of time for the purpose of holding AGM.
3. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
4. Since, the AGM is being held through both the modes i.e. Physical mode and VC/OAVM, the Attendance Slip and the Route map of the AGM venue is annexed with this Notice.
5. Every member shall have one vote on each resolution subject to Articles of Association of the Company.
6. The statutory registers as stipulated under the Act will be available for inspection during the AGM.
7. All Documents referred to in the accompanying notice are open for inspection at the registered office of the Company upto the date of the Annual General Meeting.
8. Member who intends to attend the AGM physically are required to bring the duly filled Attendance Slip enclosed herewith to attend the meeting.
9. In compliance with the aforesaid MCA Circulars, the Notice of the AGM along with the Annual Report 2022-23 is sent through electronic mode to those Members whose email addresses are registered with the Company. Members may note that the Notice and Annual Report 2022-23 will also be available on the Company's website viz. <https://www.iiisla.co.in/> and the E-Voting Agency.
10. Members who have not yet registered their email addresses are requested to

register the same by providing their name, Membership Number, e-mail id to receive the notice calling AGM, Annual Report & other documents permissible to be sent through electronic mode, by sending e-mail to admin@iisla.co.in (Mr. Unni Anand, Admin).

11. Members who would like to express their views/ ask questions as a Speaker at the AGM may pre-register themselves by sending a request from their registered email ID mentioning their names, membership credentials, PAN and mobile number to iislaagm@gmail.com between Monday, December 18, 2023 (9:00 a.m. IST) and Friday December 23, 2023 (5:00 p.m. IST). Only those Members who have pre-registered themselves as Speakers will be allowed to express their views/ask questions during the AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.
12. Pursuant to the provisions of Section 108 and other applicable provisions, if any, of the Act, read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended, Members are provided with the facility to cast their vote on all items/resolutions set forth in this Notice, through e-voting on NSDL' se-voting platform.
13. Members who have cast their vote by remote-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again.
14. Those Members, who will be attending the AGM through VC/OAVM facility and have not cast their vote on the Resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through e-voting system during the AGM.
15. Those Members, who will be attending the AGM physically at the Venue and have not cast their vote on the Resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through e-voting system or ballot/polling papers during the AGM.
16. Persons whose name appears in the Register of Member (List of Good Standing Members) as on 06th of December, 2023 (cut-off date) shall be entitled to vote by way of e-voting on the date of AGM and remote e-voting on the Resolution(s) set forth in this Notice. Any person who is not a member as on the above cut-off date should treat this Notice for information purpose only.
17. The remote e-voting facility will be available during the following period:

Date and Time of Commencement of Remote E-Voting	From 09:00 am (Server Time) on Wednesday, 27th December, 2023
Date and Time of Conclusion of Remote E-Voting	Upto 05:00 pm (Server Time) on Friday, 29th December, 2023

Note: Remote e-voting will not be allowed beyond the aforesaid date and

time and the e-voting module shall be disabled by NSDL upon expiry of aforesaid period.

18. The Board of Directors (Council Members) has appointed Dr. (CS) Ajay Garg, Corporate Counsel & Lawyers (FCS: 3993) as Scrutinizer to scrutinize the e-voting process in a fair and transparent manners.

The Scrutinizer shall, after the conclusion of e-voting at the AGM, first count the votes cast vide e-voting at the AGM and thereafter shall, unblock the votes cast through remote e-voting, in the presence of at least two witnesses not in the employment of the Company.

19. **Declaration of results of voting:** The Scrutinizer will submit the report on votes cast in favour or against and invalid votes, if any, to the Chairman or any other person authorized by him, who shall countersign the same, and the result of the voting will be declared within the time stipulated under the applicable laws. The voting results along with the Scrutinizer's report, will be hosted on the Company's website viz. <https://www.iiisla.co.in/> and the website of NSDL www.evoting.nsdl.com.
20. The resolutions shall be deemed to be passed on the date of AGM subject to receipt of requisite number of votes in favor of the resolution(s).
21. Members are requested to carefully read the **"Procedure and Instructions for remote e-voting"** given below.

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:
--

Step1: Log-in to NSDL e-Voting system at https://www.evoting.nsdl.com/

Step2: Cast your vote electronically on NSDL e-Voting system.
--

Details on Step1 is mentioned below:

How to Log-in to NSDL e-Voting website?

- a) Visit the e-Voting website of NSDL. Open web browser by typing the URL <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile;
- b) Once the home page of e-Voting system is launched, click on the icon 'Login' which is available under 'Shareholders/Members' section.
- c) After clicking on the 'Login' which is available under 'Shareholders/Members' section, a new screen will open. You are required to enter the login credentials (i.e. User ID and password) as received on the mail-id registered with the Company from NSDL. After entering these details appropriately, click on 'LOGIN'.

- d) On successful login, the system will prompt you to change password on first login. Further, User shall select the "Security Question" from the drop down list and enter the answer in "Answer" field. This security question shall be used in case user forgets the password. An email shall be sent to the email id registered with the E-voting platform, click on "Confirm" button as shown below.

Note: You are required to mandatorily change your password. The new password shall comprise of minimum 8 characters with at least one upper case (A- Z), one lower case (a-z), one numeric value (0-9) and a special character (@,#,\$,etc.,).

Example: Notice@1234

- e) Upon the successful change of Password, the system will prompt you to the new screen for remote e-voting.
- f) Now you are ready for remote e-voting.

Details on Step2 is given below:

How to cast your vote electronically on NSDL E-Voting system?

- a) After successful login at Step1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
- b) User may select the e-voting cycle for voting by clicking on the hyperlink of "EVEN" (Electronic Voting Event Number) as shown below. Kindly, select the "EVEN" i.e., 'Indian Institute of Insurance Surveyors and Loss Assessors"
- c) Now you are ready for e-Voting as the Voting page opens.
- d) Cast your vote by selecting appropriate options i.e. assent or dissent and click on "Submit" and also "Confirm" when prompted.
- e) Upon confirmation, the message "Vote cast successfully" will be displayed.
- f) Once you confirm our vote, you will not be allowed to modify your vote.
- g) It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- h) In case of any queries, you may call on toll free no: 1800-222-990 or send a request to evoting@nsdl.co.in.

INSTRUCTIONS FOR E-VOTING ON THE DAY OF THE AGM FOR THE MEMBERS WHO ARE ATTENDING THE MEETING THROUGH VC/OAVM FACILITY ARE AS UNDER:

- a) The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above for remote e-voting.
- b) Only those Members/ shareholders, who will be attending the AGM through VC/OAVM facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system during the AGM.
- c) Members who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.

INSTRUCTIONS FOR VOTING ON THE DAY OF THE AGM FOR THE MEMBERS WHO ARE ATTENDING THE MEETING PHYSICALLY AT THE VENUE ARE AS UNDER:

- a) Only those Members/ shareholders, who will be attending the AGM physically at the Venue and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system or Ballot/Polling papers as provided in the AGM.
- b) Members who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.

INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER:

- a) Member will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access the same at <https://www.evoting.nsdl.com/> under shareholders/members login by using the remote e-voting credentials. The link for VC/OAVM will be available in shareholder/members login where the EVEN of Company will be displayed. Please note that the members who do not have the User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush. Further members can also use the OTP based login for logging into the e-Voting system of NSDL.
- b) The facility for joining the Meeting will be kept open at least 15 minutes before the time scheduled for the Meeting and shall not be closed till the expiry of 15 minutes after the Scheduled time of Meeting.
- c) This facility shall be available to the 1000 Members to participate on a first-come-first served basis.
- d) If joining through VC, the Members are encouraged to join the Meeting

through Laptops for better experience.

- e) Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- f) Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
- g) Members who would like to express their views/have questions on the financial statements/operations of the Company may send their queries at iiislaagm@gmail.com at least 7 days before the meeting, so that the information can be compiled in advance. The same will be replied by the company suitably.
- h) In case of any queries, you may call on toll free no: 1800-222-990 or send a request to evoting@nsdl.co.in.

IN CASE YOU HAVE NOT RECEIVED USER-ID OR PASSWORD FROM NSDL:

In case you have not received user-id or password from NSDL, you can alternatively use OTP based log-in on <https://www.evoting.nsdl.com> (Under Shareholder/Member Login)

User-Id will be as follows:

User ID: EVEN No+ Membership No (Without using slash `/')

For Example: If your Membership is A/S/12345 and EVEN for the AGM is 101010 then the user-id will be: 101010AS12345

Note: EVEN No of the 15th Annual General Meeting will be available on the website of the IIISLA.

Select login type as OTP and follow the instructions and proceed. The OTP will be sent to your registered Mobile Number and E-Mail, using the OTP received you can log-in and cast your vote.

For any queries or issues relating to e-voting, the Members may write the same to the following from the e-mail id registered with the Company (IIISLA) only:

NSDL Helpdesk at Tel No. (Toll Free) 1800-222-990

**E-Mail Us at:
evoting@nsdl.co.in**

Note:

Any query or issues written from the mail-id other than registered mail-id shall not be entertained and addressed. Company or E-voting Agency shall not be held responsible.

**For INDIAN INSTITUTE OF
INSURANCE SURVEYORS AND LOSS ASSESSORS**

S/d-
LALIT GUPTA
PRESIDENT
DIN: 00626039

Place: Hyderabad
Date: 06th December, 2023

ATTENDANCESLIP

15th Annual General Meeting held on Saturday, 30th December, 2023 at 11.00 A.M.

DATE	Saturday, 30 th December, 2023	TIME	11.00 A.M.
VENUE: Hotel Best Western Ashoka 6-1-70, Lakdikapul Hyderabad, 500004, Telangana, India			

Regd. Folio/Membership No	
(If not dematerialized)	
Name of the Shareholder/Member	
Number of Shares	NA

I hereby record my presence at the 15^t Annual General Meeting of the Company on **Saturday, 30th December, 2023 at 11.00 A.M.** at Hotel Best Western Ashoka Near Metro Station 6-1, 70, LakdiKaPul Road, near to LakdiKaPul, Hyderabad, Telangana 500004, India.

Name of the Member

Signature of the Member

(Please fill in the Attendance Slip and hand it over at the entrance of the meeting hall)

ROUTE MAP



Venue: Hotel Best Western Ashoka near Metro Station 6-1, 70, Lakdikapul, Hyderabad, Telangana, India.