

ICAI AWARDS FOR EXCELLENCE IN FINANCIAL REPORTING
Invitation to Participate in the Competition for the year 2008-09

Last date for receipt of entries: 15th October, 2009

Objective

To recognise and encourage excellence in the preparation and presentation of financial information with the mission of greater accountability and well-informed decision making.

Categories of the Awards

Category I *Manufacturing and Trading enterprises* (including Processing, Mining, Plantations, Oil and Gas enterprises)

Category II *Banking and Financial Institutions* (including NBFCs, Mutual Funds, Unit Trust of India, Investment Bankers, HFCs etc.)

Category III *Service sector* (including Hotels, Consultancy, Transport, Stock Exchanges, R&D, Private Hospitals)

Category IV *Insurance Sector*

Category V *Information Technology, Communication and Entertainment enterprises*

Category VI *Infrastructure & Construction sector* (including Power generation and supply, Port Trusts, Metro, Roads)

Category VII *Others* (Section 25 companies, Educational Institutions, NGOs, Charitable hospitals and other organisations)

In a case, where an organisation is engaged in more than one business, the dominant source of revenue will determine the category to which the organisation belongs.

Awards to be distributed

Hall of fame to be awarded to the entity that has been winning the first prize under the same category continuously in the last five years, if any. One Gold Shield and one Silver Shield will be awarded in each category for the best entry and the next best entry, respectively. Apart from the above-mentioned awards, Plaques will be awarded for commendable entries.

Conditions for Entry

- I The Annual Report for entry to the 2008-09 Competition should relate to the financial year ending on any day between 1st April, 2008 and 31st March, 2009 (both days inclusive).
- II Ten copies of the following documents should be sent:
 - (a) Annual Report
 - (b) Quarterly/Half-yearly Financial Results published during the year (specifically mentioning their date of publication) alongwith the Limited Review/Audit Report, where applicable.

- III The following documents (or such other similar documents as are prepared by the organisation concerned) should form part of the Annual Report:
- (a) Balance Sheet
 - (b) Profit and Loss Account
 - (c) Directors' Report
 - (d) Chairman's statement or speech at the Annual General Meeting. If a copy of the statement or speech of the Chairman was circulated to the shareholders along with the Annual Accounts, specific mention of this fact may be made.
- IV The entry to the Competition should be accompanied by a declaration that the Annual Reports submitted are the same that have been circulated to the common shareholders.
- V No fee is payable.
- VI Cyclostyled copies of the Annual Report and Accounts will not be accepted. This condition, however, does not apply to entities covered by Category VII.
- VII In all matters concerning the Competition, the decision of the panel of judges appointed by the Institute will be final.

Entries to the Competition for the year 2008-09 should be submitted in the duly filled entry form (given below) with relevant enclosures and sent to:

The Secretary, Research Committee, The Institute of Chartered Accountants of India, ICAI Bhawan, Post Box No. 7100, Indraprastha Marg, New Delhi – 110 002; E-mail: research@icai.org.

Entry Form

A. General Information

Name of the Organisation

Whether the Organisation is listed on a
Recognised Stock Exchange in India

Yes		No	
-----	--	----	--

Address for Correspondence

Contact Person

Designation

Telephone

Mobile

Fax Number

E-mail Address

B. Category

(Please tick the relevant box)

Category I	Manufacturing and Trading enterprises (including Processing, Mining, Plantations, Oil and Gas enterprises).	
Category II	Banking and Financial institutions (including NBFCs, Mutual Funds, Unit Trust of India, Investment Bankers, HFCs, etc.)	
Category III	Service sector (including Hotels, Consultancy, Transport, Stock Exchanges, R&D, Private Hospitals)	
Category IV	Insurance Sector	
Category V	Information Technology, Communication and Entertainment enterprises	
Category VI	Infrastructure & Construction sector (including Power Generation and Supply, Port Trusts, Metro, Roads)	
Category VII	Others (Section 25 companies, Educational Institutions, NGOs, Charitable hospitals and other organisations)	

(In a case, where an organisation is engaged in more than one business, the dominant source of revenue will determine the category to which the organisation belongs.)

C. Enclosures

(Please enclose **ten copies** each of the following)

1. Annual Report for the financial year ending on any day between 1st April, 2008 and 31st March, 2009 (both days inclusive)
2. Chairman's Statement or speech at the Annual General Meeting

3. Quarterly/Half-yearly Financial Results as published in the Newspapers during the year covered by the Annual Report, where applicable
4. Limited Review Report/Audit Report of the above Quarterly/Half-yearly Financial Results, where applicable

D. Information regarding Annual Report and Quarterly/Half-yearly Financial Results

1. Date of the notice of the Annual General Meeting in respect of which the Annual Report is circulated to the shareholders
2. Publication of Quarterly/Half-yearly Financial Results in the Newspapers

Quarter	Ending on	Date of Publication	Name of Newspaper
1 st			
2 nd			
3 rd			
4 th			

E. Declaration

I hereby declare that:

- (a) The Annual Reports submitted for the Competition are the same that have been circulated to the common shareholders.
- (b) I shall abide by the decision of the panel of judges, appointed by the Institute, in all matters concerning the Competition.
- (c) The information given above is true and correct to the best of my information and knowledge.

Date _____

Signature _____

Name _____

Designation _____

Please send the completed entry form with relevant enclosures to:

The Secretary,
 Research Committee,
 The Institute of Chartered Accountants of India,
 ICAI Bhawan, Post Box No. 7100, Indraprastha Marg,
 New Delhi – 110 002
 E-mail: research@icai.org

Last date for receipt of entries is **15th October, 2009.**