

ICAI Website

A) Do you know these features on our Website?

1) Quality of Services (QoS):

The Institute is conscious for the quality of services to be given to the Members, Students and General Public. The efforts are in hand to give polite and courteous response to the visitors coming to the Institute or Decentralised Offices of the Institute. In order to excel in rendering the services, we seek your valuable inputs/suggestions for improvement to serve you better.

Post your Suggestions for Quality of Services (QoS) thro the Suggestion Form created in Contact Us on the Home Page of the website (URL: <http://www.icai.org/announ/suggestionform.html>)

2) Web Site Feedback:

Focus of the Institute website is for Students and Members. If it's not helping you, let us know how it can!

For most suggestions about our site, or future directions, or whatever, use <http://www.icai.org/common/feedback.html>, and we strongly recommend that you post your suggestions there.

If you have a suggestion about some feature you'd like to see added, post to the appropriate group as per the e-mails given in the Contact Us.

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Web Site Contacts:

Notify webmaster@icai.org for technical problems with the web site.

3) Discussion Forum:

Get to know your website's visitors. Add an easy to use, customizable topic to your website for discussion forum.

Discussion Forums are **fast, easy to use, and user friendly!**

I'm not a User Yet

Join ICAI discussion forum today for FREE!

It's fast, easy, and absolutely free. Once you join, you'll be able to:

- Participate in discussions
- Post New Topic
- Much, much more...

SIGN UP NOW FREE

<http://www.icai.org/common/userLogin.html>

I'm a User of ICAI Discussion Forum

If you were a user of ICAI Discussion Forum, your login will work here!

User Id

Password

Enter

SIGN UP NOW FREE

<http://www.icai.org/common/userLogin.html>

B) Upcoming Events

1) PKI & Digital Signatures:

In keeping with international trends towards paperless transactions, The Institute of Chartered Accountants of India (ICAI) has recently taken its first step towards completely digitizing its operations. By joining Tata Consultancy Services - Certifying Authority's Trust Network as an Issuing Authority, ICAI has achieved the distinction of being the first educational institution in India to issue Digital Certificates to all its members, Students & associates. These Digital Certificates are legally recognized by the Indian IT Act, 2000 and would be used for digitally signing and encrypting email, digital files, online forms and other electronic information.

Public Key Infrastructure (PKI) is the prime enabler for securing the flow of information on the web. The success of E-Commerce is '**TRUST**'. The digital certificate issued by ICAI Sub-CA facilitates the trust you

require. It offers Authentication, Confidentiality, Data Integrity and Non-repudiation for conducting business on the web.

Traditional paper-based means of data storage and communication are slow, cumbersome and expensive. In order to leverage the speed and efficiency of modern communication and data processing tools, it is essential to convert to digital processes. However, before doing so, a system is needed that will substitute hand-written signatures and physical security in the digital world. PKI-based Digital Certificate and Digital Signature technology provides a comprehensive solution to this problem.

Digital Signatures play the role that hand-written signatures play in paper-based systems. In addition, they provide other benefits:

- They are almost impossible to forge and irrefutably prove the identity of the signer – This ensures the authenticity of the signer and makes it impossible for him/her to deny involvement at a later date.
- Any tampering of signed information is automatically detected when the signature is digitally verified – This ensures that signed information is tamper proof.

In the physical world, confidentiality is ensured through sealing of documents and/or keeping them under lock and key. The digital equivalent of such confidentiality is achieved through encryption. Encryption converts sensitive information into unreadable form. If information is encrypted before being sent, only the correct recipient will be able to decrypt it. Hence, the privacy of information is maintained even if communication occurs on a public medium such as the Internet.

As a Sub-CA (Subordinate Certifying Authority) the Institute would be entitled to issue digital certificates to its members and students. There is no binding for members and students to obtain digital certificate from the Institute. There are other certifying authorities approved by Controller of Certifying Authorities such as NIC, SafeScript, IDRBT from whom members/ students can obtain the digital certificates. However, NIC is dealing with Government domain and IDRBT is dealing with Banking domain.

ICAI aims to bring these benefits of PKI and Digital Signature technology to its members and students through its PKI-implementation. In the first phase, the ICAI Issuing Authority will issue Digital Certificates to enable signing of email. This will help speed up important communications without compromising on their security. Subsequently, ICAI with PKI enable its online forms as part of its "Virtual Institute" initiative. These measures are expected to payoff in terms of increased operational efficiency, reduced long-term maintenance costs and end-user satisfaction.

ICAI Sub-CA highlights:

- a. A link at Institute's website in prominent position will be placed to enable users to request for Digital Certificate.
- b. Using enrollment procedure user will register and request for a Digital Certificate by filling up a form electronically and thereafter will fill a physical form send it by post to the Sub-CA office with requisite documentary proofs/ fees for the Certificate. Sub-CA office will authorize the transaction only after receipt of the physical form and the scrutiny of the same. The procedure defined here is as per the guidelines defined in the IT Act 2000.
- c. RA (Registration Authority) administrator will authorize the transaction and submit it for approval of Sub-CA administrator. After approval of Sub-CA administrator the certificate generation is done.
- d. After approval of Sub-CA administrator, it takes around half an hour for the certificate to get generated. The status of the requests can be tracked by the users by providing authentication details created by them during registration.
- e. The validity of this digital certificate will be one year from the date of issue. Renewal will have to be done after every year undergoing the process defined above.
- f. Digital certificates generated will have to be downloaded in the system user needs to configure Internet Explorer/ Microsoft outlook/ outlook express to use the certificates.
- g. One can place the digital signature as a stamp on the mail and can send across which will have a legal validity.
- h. The backups of these digital certificates can be taken using internet explorer. Export file can be generated containing digital certificate, which can be backed on to a floppy/ CD-ROM with security features.
- i. To safeguard the digital signature and conveniently store the same, users can opt for USB tokens.
- j. Mails being sent using digital signatures can easily be encrypted.
- k. The attachments sent with mails (for example word files etc.) can also be digitally signed by using file-signer, which would be at additional cost.

2 Online Payments (ECS & Payment Gateway):

a) Mandated Payments (ECS):

The Institute has tied up with **Bill Junction Payments Ltd- a network company of ICICI Bank** to introduce a very convenient mode to pay for annual membership, COP and Airmail charges from practically

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anywhere across the country. This pioneering and innovative service of **Electronic Clearing System of the Reserve Bank Of India** is being brought to better facilitate members in payment of annual dues.

Under the new system, members need not visit the Institute, to make payments for annual charges. They need not even have to write a cheque or get a demand draft made in case they have a bank account in the **nine cities (Delhi, Mumbai, Calcutta, Chennai, Bangalore, Ahmedabad, Chandigarh, Hyderabad and Pune)**.

Their annual dues will be automatically debited from their **bank account with any bank** through the **RBI Electronic Clearing System (ECS)** in a completely secured and protected environment. Needless to say, the process is simple and straightforward.

Step-1: In order to avail of the service members need to fill-up a simple mandate form, **which will be a one-time activity**. They need to provide their membership details and their bank account details from which they want to pay their charges and sign the mandate form. **The Bank Account can be with any bank in the nine cities listed above. Onetime registration charges are Rs. 20/-**

Step-2: They need to attach a blank cancelled unsigned cheque as a proof of members Bank Account with the mandate form

Step-3: The Institute will raise annual fees due against their membership and send them the demand notice. Simultaneously, the fee details will be sent to Bill Junction Payments after receipt of the mandate form from their end.

Step-4: Once they have filled the mandate form they need not come to the Institute at any time to deposit.

Step-5: The service provider will send them e-mail and an SMS informing the date on which their account will be debited for the exact amount towards payment of the fees to enable funding of their account during that period (very important).

Step-6: The fees amount will be debited from their Bank account through the **Reserve Bank of India National Clearing Cell** by the exact amount and paid back to ICAI on the due date. ICAI will update their records against the fees received and the service provider will give them a communication by SMS and e-mail confirming successful payment of fees to the Institute.

This service comes to members at a **one-time customer enablement charge of Rs 20/- (Rupees Twenty only)** and a **transaction processing charge of Rs 7.50/-**

only- (Rupees seven & paise fifty only), which will be debited, from their account after receipt of mandate form.

It is our constant effort to make the process of fee-collection and record keeping automated and efficient to members and **save from the problems of late fines and membership expiration.** This service would also save the effort in terms of time and money from regular interaction with the Institute and leads to convenience & comfort. The Institute intends to start this process of electronic fees collection for fees falling due in the month of April 2004.

b) Payment Gateway:

Along with the mandated payments, The Institute is implementing a ICICI Bank payment gateway solution as well to enable members to pay fees using credit cards. Members desirous of paying fees using credit cards may look forward for details which will be made available on the Institute's website in due course of time. The solution will be similar to buying a railway ticket online.

3) E-mail ID to partnership firms

The following are the salient features of the facility:

- 1. Mail-id:** The mail id for the firm would be firm name suffixed by "@icai.org". That is, if a firm with firm name Raghupathy & Company would be allotted a mail id of raghupathy_company@icai.org.
- 2. Password:** Initially a default password will be allotted and users will be required to change the password at first login to ensure that nobody makes unauthorized use of the facility.

Web Interface: The facility will be similar to a yahoo mail or hotmail with web interface. Web Interface will be accessible from the Institute's website **www.icai.org** by clicking on WEBMAIL link from the home page of the site. Alternatively, the mail can be accessed from the URL <http://mail.icai.org>.

- 3. Terms of Use:** Will be provided by the Institute. It is required to ensure access to the said facility by authorized persons only and that the facility is NOT to be used for fraudulent or illegal purposes.
- 4. Mail Facility Activation:** In case of an interest for availing the service, you may send your request either by e-mail to firmmail@icai.org or by post to Joint Secretary (IT), ICAI, IP Marg, New Delhi: 110002 within the next 15 days.
- 5. Mail Facility Continuation:** As with all mail services, you are required to access the facility at least once in thirty days. IN case you do not use this facility for over a month, the mails are liable to be deleted and the facility suspended without further notice.

You are welcome to send your suggestions if any to the mail id firmmail@icai.org. ■