Invitation for Expression of Interest for authoring various modules of the Certificate Course on Preparation of Appeals, Drafting of Deed & Documents and Representation before Appellate Authorities and Statutory Bodies

The Committee for Capacity Building of Members in Practice (CCBMP) is meant to encourage and enhance close links between the Institute and the Chartered Accountants in Practice, so as to provide for them, a base of reference in terms of knowledge, expertise, skills and assistance in their professional growth, simultaneously pursuing the goal of providing newer opportunities to the practitioners & Firms.

CCBMP proposes to bring out a background material on various modules of the Certificate Course on Preparation of Appeals, Drafting of Deed & Documents and Representation before Appellate Authorities and Statutory Bodies relevant for the Members in Practice of the Institute of Chartered Accountants of India (ICAI).

The CCBMP invites Expression of Interest from members of the Institute and other experts who are interested in developing / preparing basic drafts of the various modules of the said Background Material for the aforesaid certificate course relevant to the Members in Practice of ICAI. The intending authors of the various modules of the said certificate course are expected to have appropriate level practical experience in the relevant area along with the knowledge of various aspects of profession.

The said Background Material for the aforesaid certificate course has to be prepared as self-learning booklets in the form of handbooks with proper mix of theory and practical case studies.

Apart from getting recognition, among their professional brethren, for their contribution in preparing the background materials, the authors of the accepted publication materials will get:

1. Their names acknowledged in the said Publication.
2. Honorarium as per the prevailing policy of the Institute. (Which will depend upon the size, time and efforts to be required to prepare such publication materials).
The intending authors are required to send a formal request letter/E-mail with the following details, to the Secretary, Committee for Capacity Building of Members in Practice (CCBMP), The Institute of Chartered Accountants of India, First Floor, Administrative Block, Sector-62, Noida (U.P.), P.C.-201309. Sending proposals by email at sambit.mishra@icai.in is preferred:

1. Brief profile of the author
2. Specific experience and expertise in the relevant topic for which they offer themselves to write the background materials which will enable the CCBMP secretariat for allotting the preparation of material for them
3. Proposed coverage of the Publication
4. Sources of primary and secondary data based on which the Publication material will be written
5. Time frame within which they can submit the publication material.

It may be noted that mere submission of the Expression of Interest may not lead to the allotment of the particular publication materials to a particular applicant. The Institute reserves the right to request any other expert (though they might not have offered their expression of interest in this regard) to prepare publication materials. No communications will be entertained in this regard. Only selected authors will be individually communicated.

Modules on which CCBMP would like to bring out the said Background material are given below: