

# **DIRECTORY OF ICAI OFFICIALS**

**PRESIDENT, VICE PRESIDENT AND**  
**SECRETARY SECRETARIAT**

## Contact details of ICAI departments

### **President's Office**

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# **JOURNAL SECTION**

### Journal Section

Work Area	Name of the concerned Officer	Designation	Phone number	Email
Non receipt of Journal-Members	Mr Kundan Rawat/Mr Laxit Jain	Section Officer (SU)/ Data Entry Operator	91-120-3045921	<a href="mailto:journal@icai.in">journal@icai.in</a>
Non receipt of Journal-Students, Journal Subscription, CPE Hour management	Mrs Rita Marwah	Section Officer	91-120-3045921	<a href="mailto:eb@icai.in">eb@icai.in</a>
ICAI News and Events Column Classifieds/Articles management, author coordination and general administrative work	Ms Nimisha Singh	Section Officer	91-120-3045955	<a href="mailto:eboard@icai.in">eboard@icai.in</a>
* Advts. in Journal, Mailing List Management Legal Update column, and normal administrative affairs	Ms. Dhanashree Deka	Sr. Executive Officer	91-120-3045955	<a href="mailto:dhanashree.deka@icai.in">dhanashree.deka@icai.in</a>
* content development and editing, Photographs, plagiarism check, author coordination, and normal administrative affairs	Dr Nishant Ranjan	Assistant Secretary	91-120-3045955/ +918130548282	<a href="mailto:nishant.ranjan@icai.org">nishant.ranjan@icai.org</a>
Overall department management/Secretary, EB	Mr Nadeem Ahmed	Deputy Secretary	+919313511454 /+91-120-3045926	<a href="mailto:nadeem@icai.in">nadeem@icai.in</a> / <a href="mailto:nadeem@icai.org">nadeem@icai.org</a>

# **EXAMINATION SECTION**

### Exam Section

Work Area	Name of the concerned Officer	Designation	Phone number	Email
Confidential	Mr. B. Muralidharan	Deputy Secretary	0120-3054815	<a href="mailto:bmurali@icai.in">bmurali@icai.in</a>
CPT	Mr. I D Joshi	Assistant Secretary	0120-3054806	<a href="mailto:idjoshi@icai.in">idjoshi@icai.in</a>
	Mr. Rajiv Seth	Deputy Secretary	0120-3054805	<a href="mailto:rajivseth@icai.in">rajivseth@icai.in</a>
Intermediate (IPC)	Mr. J P Saini	Assistant Secretary	0120-3894818	<a href="mailto:jp.saini@icai.in">jp.saini@icai.in</a>
FINAL	Mr. Anand Chaturvedi	Deputy Secretary	0120-3054819	<a href="mailto:anand.chaturvedi@icai.in">anand.chaturvedi@icai.in</a>
Post Qualification Courses [MAC (Part-I)/ CMC (Part-I)/ TMC (Part-I)/ ISA-AT/DIRM/ ITL&WTO (Part-I)]	Mr. R P Juyal	Assistant Secretary	0120-3054842	<a href="mailto:rpojuyal@icai.in">rpojuyal@icai.in</a>
	Mr. Rajiv Seth	Deputy Secretary	0120-3054805	<a href="mailto:rajivseth@icai.in">rajivseth@icai.in</a>
Duplicate Mark Sheets, Passing Certificates, Transcripts and Education Verification	Mr. R P Juyal	Assistant Secretary	0120-3054842	<a href="mailto:rpojuyal@icai.in">rpojuyal@icai.in</a>
	Mr. Rajiv Seth	Deputy Secretary	0120-3054805	<a href="mailto:rajivseth@icai.in">rajivseth@icai.in</a>
Exam Help Line	Mr. R P Juyal	Assistant Secretary	0120-3054842	<a href="mailto:rpojuyal@icai.in">rpojuyal@icai.in</a>
	Mr. Rajiv Seth	Deputy Secretary	0120-3054805	<a href="mailto:rajivseth@icai.in">rajivseth@icai.in</a>
Head of the Department	Mr. B. Muralidharan	Deputy Secretary	0120-3054815	<a href="mailto:bmurali@icai.in">bmurali@icai.in</a>

**EASTERN INDIAN REGIONAL COUNCIL**  
**(EIRC)**



## Eastern India Regional Council

### DECENTRALISED OFFICE

NAME	DESIGNATION	PHONE	EMAIL	ACTIVITIES
Dr. Alok Ray	Joint Secretary & Regional Head	30211102/ 30840277	<a href="mailto:alokray@icai.in">alokray@icai.in</a>	Overall Administration Incharge of Decentralized offices, EIRC & Kolkata Computer Centre
Shri Abhijit Basu	Deputy Secretary	30840271	<a href="mailto:abhijit.basu@icai.in">abhijit.basu@icai.in</a>	Members & Articles Section, Admin, Infrastructure,
Shri Pallab Sarkar	Deputy Secretary	30840272	<a href="mailto:pallab@icai.in">pallab@icai.in</a> ;	Law, Estab. Infrastructure, Co-ordinator for all the PQC Exams, RTI
Ms. Sonali Dasgupta (Biswas)	Steno-cum-Assistant	30840276	<a href="mailto:eircgrievance@icai.in">eircgrievance@icai.in</a>	Administrative works.

### MEMBERS SECTION

Shri A. K. Santra	Assistant Secretary	30840287	<a href="mailto:eroexam@icai.in">eroexam@icai.in</a>	Fellow admission, Grant of COP, Cancellation & Restoration of COP, Script Certificate and Fees enquiry, CA. Main Exam., Election
Shri Pradip Sarkar	Consultant	30840296	<a href="mailto:eromem@icai.in">eromem@icai.in</a>	Election, Convocation, Disputes amongst Members/ Firms and Member, MBF, Online Payment, Fees Enquiry
Ms. Nandini Guha	Executive Officer	30840299	<a href="mailto:eroenroll@icai.in">eroenroll@icai.in</a>	Fresh enrollment of Associate Membership, Identity Card, Script Certificate and fees enquiry, Convocation
Shri Somnath De	Executive Officer	30840288	<a href="mailto:erofirm@icai.in">erofirm@icai.in</a> ,	Merger, Networking, Reconstitution of Firms, Branch office opening and close, change of branch office Incharge, Removal of names, Convocation

Shri Soumen Mondal	Data Entry Operator (UDC)	30840289	<a href="mailto:erorestore@icai.in">erorestore@icai.in</a>	Restoration of name, Registration of Firms, Joining & leaving of paid assistants, Address change, closure of Firm, Fees enquiry, Sole practice, Change of name and addition of other qualification.
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### ARTICLES SECTION

Shri U. K. Basu	Consultant	30840257	<a href="mailto:Utpal.basu@icai.in">Utpal.basu@icai.in</a>	Article Registration, Completion
Ms. Anindita Kundu	Sr. Executive Officer	30840265	<a href="mailto:eroart@icai.in">eroart@icai.in</a> ; <a href="mailto:anindita.kundu@icai.in">anindita.kundu@icai.in</a>	Article Re-registration, termination, Other Courses, Exam eligibility
CA. Shreya Lohia	Executive Officer	30840256	<a href="mailto:shreya@icai.in">shreya@icai.in</a>	Registration alongwith other courses, Supplementary Registration
Smt Sutapa Das	Executive Officer	30840263	<a href="mailto:erocompl@icai.in">erocompl@icai.in</a>	Article Completion & Secondment.
Shri Pallab Ghosh	Data Entry Operator (UDC)	30840259	<a href="mailto:eroreg@icai.in">eroreg@icai.in</a>	Registration, Industrial Training, ATC,
Ms. Moushumi Bhadra Chatterjee	Data Entry Operator (UDC)	30840266	<a href="mailto:eroterm@icai.in">eroterm@icai.in</a>	Article Re-registration, termination & Other Course

### EDP SECTION

Shri J. L. Roy	Assistant Secretary	30211119/ 30840227	<a href="mailto:jlr@icai.in">jlr@icai.in</a>	System Administrator
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### BOARD OF STUDIES

Shri S. Bardhan	Deputy Director	30840251	<a href="mailto:sbardhan@icai.in">sbardhan@icai.in</a> ,	Head BOS & Accounts.
Shri A. N. Bhaduri	Assistant Secretary	30211120	<a href="mailto:anbhaduri@icai.in">anbhaduri@icai.in</a>	Nodal Officer for Institute Publications and BOS Study Materials

Shri B.K. Dasgupta	Consultant	30840242	<a href="mailto:erocct@icai.in">erocct@icai.in</a>	Final & ITT Certificate, Campus Placement
Ms. Susmita Sen	Student Counsellor (Sr. Executive Officer)	30840239	<a href="mailto:erobos@icai.in">erobos@icai.in</a>	To know about CA Course, Student Programmes, Campus Placement
Ms. Sarmistha Biswas	Section Officer (SU)	30840237	<a href="mailto:eircorient@icai.in">eircorient@icai.in</a> ,	Orientation Course
Ms. Piyali Chatterjee	Data Entry Operator (UDC)		<a href="mailto:erocpt@icai.in">erocpt@icai.in</a>	CPT, IPCC
Shri Koushik Bhattacharjee	Data Entry Operator (UDC)	30840241	<a href="mailto:eroipcc@icai.in">eroipcc@icai.in</a>	IPCC, CPT, Revalidation
Shri Swarup Karmakar	LDC	30840243	<a href="mailto:eroitt@icai.in">eroitt@icai.in</a>	Distribution of study materials to all the students.

### ACCOUNTS SECTION

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CA. Mitul Saha	Executive Officer	30211261	<a href="mailto:mitul.saha@icai.in">mitul.saha@icai.in</a>	DCO Accounts
CA. Sumita Soni	Executive Officer	30840291	<a href="mailto:sumita.soni@icai.in">sumita.soni@icai.in</a>	DCO Accounts
CA Manish Agarwal	Executive Officer	30211260/261	<a href="mailto:manish.agarwal@icai.in">manish.agarwal@icai.in</a> ; <a href="mailto:eircgmcs@icai.in">eircgmcs@icai.in</a>	EIRC Accounts, GMCS
CA Vikash Mawandia	Executive Officer	30840285	<a href="mailto:vikash.mawandia@icai.in">vikash.mawandia@icai.in</a>	DCO Accounts

CA. Payal Agarwal	Executive Officer	30211138	<a href="mailto:payal.agarwal@icai.in">payal.agarwal@icai.in</a> ; <a href="mailto:eircaccounts@icai.in">eircaccounts@icai.in</a>	EIRC Accounts
Shri Suman Karmakar	Data Entry Operator (UDC)	30840292	<a href="mailto:eroacc@icai.in">eroacc@icai.in</a>	DCO Accounts

### COMPUTER CENTRE SECTION

Ms M Sinha Choudhury	Sr. Faculty (Gr. D.D)	30211142	<a href="mailto:malini.sinha@icai.in">malini.sinha@icai.in</a>	In Charge of Computer Centers.
CA Debashis Sen	Assistant Secretary	30211117	<a href="mailto:ero@icai.in">ero@icai.in</a>	Co-ordinator and Nodal Officer of all Post Qualification & Certificate Courses, Administration of Computer Centres.
Shri Soubhanendu Paul	Data Entry Operator (UDC)	30211143		ITT Classes and online registration of the same

### REGIONAL COUNCIL

Shri Saibal Chakraborty	Assistant Secretary	30211104	<a href="mailto:schakraborty@icai.in">schakraborty@icai.in</a>	Bill processing, seminar duty, attending Com. Meeting, Newsletter & other misc. job.
Shri Kabir Ghosh	Consultant	30211134	<a href="mailto:eircpubn@icai.in">eircpubn@icai.in</a>	Publication, Event Management
Shri P. Chakraborty	Consultant	30211104	<a href="mailto:Pradyut.chakraborty@icai.in">Pradyut.chakraborty@icai.in</a>	Misc. EIRC related works, EICASA
Shri Amit Paul	Sr. Executive Officer	30211133	<a href="mailto:eirc@icai.in">eirc@icai.in</a> , <a href="mailto:eircchairman@icai.in">eircchairman@icai.in</a> <a href="mailto:amit.paul@icai.in">amit.paul@icai.in</a> ,	Secretarial Work, Communication, Newsletter, Programmes
CA Jyoti Luharuka	Executive Officer	30211133	<a href="mailto:jyoti.luharuka@icai.in">jyoti.luharuka@icai.in</a>	Research and other matters, Website of EIRC
Shri Santanu Bose	Data Entry Operator (UDC)	30211108	<a href="mailto:eircevents@icai.in">eircevents@icai.in</a> ; <a href="mailto:eircspe@icai.in">eircspe@icai.in</a>	Newsletter, Design Work, CPE (Structured & ULA), publications

**LIBRARY**Smt. Swati  
BanerjeeLibrarian  
(Gr. A.S.)

30211103

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In Charge of Library Section

**SALES COUNTER**

Shri Avijit Roy

LDC

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Sale of Books

**CENTRAL INDIAN REGIONAL COUNCIL**  
**(CIRC)**

**Central India Regional Council**

<b>S. No.</b>	<b>Name of Employee</b>	<b>Designation</b>	<b>Contact No./Ext. No.</b>	<b>TASK ALLOCATED/PERFORMED</b>	<b>Email Id</b>
1	Mr. E.P. James	Deputy Secretary	3011153-9389922881	Over all administration of Kanpur Office, Jaipur DCO and Indore Office	<a href="mailto:epjames@icai.in">epjames@icai.in</a>
<b>MEMBER SECTION /CENTRAL REGION</b>					
S. No.	Name of Employee	Designation	Contact No./Ext. No.		
2	Mr. Rajesh Saxena	Asstt Secretary	3011167	Incharge of Membership Section	<a href="mailto:rajesh.saxena@icai.in">rajesh.saxena@icai.in</a>
3	Mr. S K Tandon	Assistant Secretary	3011190	Change in address of Members ; CPE Hours of Members etc.,	<a href="mailto:surendra.tandon@icai.in">surendra.tandon@icai.in</a>
4	Mr. R.J. Mishra	Asstt Secretary	3011165	Restoration, Removal, Cancellation of members with COP, CABF, Employment,	<a href="mailto:rj.mishra@icai.in">rj.mishra@icai.in</a>
5	Ms. Deepti Chatterjee	Asstt Secretary	3011175	Enrolment of New Members, Grant of COP & Fellow Ship	<a href="mailto:rajesh.saxena@icai.in">rajesh.saxena@icai.in</a>
6	Mr. Awadh N Misra	Section Officer (S.U)	3011174	I. card, ECS, Membership fee dues, Certificate of Good Standing.	<a href="mailto:anmishra@icai.in">anmishra@icai.in</a>
<b>ARTICLE SECTION / CENTRAL REGION</b>					
S. No.	Name of Employee	Designation	Contact No./Ext. No.		
7	Ms Sushma Gupta	Asstt Secretary	3011190	Incharge of all Articles Matters (Except Fresh Articleship Registration)	<a href="mailto:sushma.gupta@icai.in">sushma.gupta@icai.in</a>

8	Mr. G.P. Mishra	Assistant Secretary/ Nodal Officer	3011162	Completion, Industrial Training, Permission to Study, Supplementary, Exam –co-ordination, PCC-IIT Tagging,	<a href="mailto:gyan.mishra@icai.in">gyan.mishra@icai.in;</a>
9	Mr. Neeraj Verma	Data Entry Operator	3011192	Re-Registration,, Termination, Change in Address (Article) and File Transfer of Article and other misc. work	<a href="mailto:neeraj.verma@icai.in">neeraj.verma@icai.in</a>
<b>FIRM SECTION / CENTRAL REGION</b>					
S. No.	Name of Employee	Designation	Contact No./Ext. No.		
10	Mr. S.K. Mishra	Assistant Secretary	3011164	Incharge of Firm Section	<a href="mailto:shyammishra@icai.in">shyammishra@icai.in</a>
11	Mr. N D Gupta	Assistant Secretary	3011177	Partnership firm /Constitution and Re-constiution	<a href="mailto:narottamdassharma@icai.in">narottamdassharma@icai.in</a>
12	Mr. S.K. Sharma	Section Officer	3011176	Proprietary firm. Merger/Demerger and Paid Assistant	<a href="mailto:shyam.sharma@icai.in">shyam.sharma@icai.in</a>
<b>ICAI BHAWAN LAKHANPUR PROJECT</b>					
13	Mr. Prem Chandra	Assistant Secretary	2580280	Incharge of ICAI Bhawan Lakhanpur Project	<a href="mailto:prem.chandra@icai.in">prem.chandra@icai.in;</a>
<b>IPCC SECTION / CENTRAL REGION</b>					
14	Mr. Sunil Garg	Section Officer	3011154	IPCCRegistration and all works related to IPCC desk	<a href="mailto:sunilgarg@icai.in">sunilgarg@icai.in;</a>
<b>ARTICLE SECTION (FRESH REGISTRATION) - CENTRAL REGION</b>					
S. No.	Name of Employee	Designation	Contact No./Ext. No.		



15	Ms. Renu Gera	Assistant Secretary.	3011161	Registration of articles	<a href="mailto:renu.gera@icai.in">renu.gera@icai.in;</a>
<b>BOARD OF STUDIES SECTION / CENTRAL REGION</b>					
S. No.	Name of Employee	Designation	Contact No./Ext. No.		
16	Ms. Licy M James	Asstt Secretary	3011157	Incharge of Board of Studies	<a href="mailto:licy.mary@icai.in">licy.mary@icai.in;</a>
17	Mr. M.R. Choudhary	Asstt.Secretary	3011166	Approval of CPT Regn., Discpency Cases, Legal File Maintenance.	<a href="mailto:mr.choudhury@icai.in">mr.choudhury@icai.in;</a>
18	Mr. R.K. Tiwari	Section Officer	3011172	Issuance of Study Material to CPT, PCC,IPCC.	<a href="mailto:ram.tiwari@icai.in">ram.tiwari@icai.in;</a>
19	Mr. Sumit Luthra	Section Officer	3011155	CCT Reg, Final Regn. , Issuance of Study Material to FINAL/CCT	<a href="mailto:sumit.luthra@icai.in">sumit.luthra@icai.in;</a>
20	Mr. Ravindra Thakur	Data Entry Operator	3011185	CPT Regn.	<a href="mailto:ravindra.thakur@icai.in">ravindra.thakur@icai.in</a>
<b>CENTRAL INDIA REGIONAL COUNCIL</b>					
S. No.	Name of Employee	Designation	Contact No./Ext. No.		
21	Mr. V. Thomas	Assistant Secretary	3011215, 9696411312	Overall In charge of CIRC Section	<a href="mailto:vthomas@icai.in">vthomas@icai.in</a>
				Campus Placement, DISA, Study Store, GMCS 1 and II, Coaching Classes, Post Qualification Course.	
22	Mr. S.N. Saxena	Sr. Executive Officer	3011182	Newsletter, Career Counseling, Meetings & Seminars	<a href="mailto:shailendra.saxena@icai.in">shailendra.saxena@icai.in</a>

23	CA. Saurabh Agrawal	Executive Officer	3011181	Issuance of Notice, Preparation of Minutes of Regional Council Meeting and Committee Meetings, Seminar & Conferences, Matter Related to CIRC Branches, Assisting in the work of Post Qualification Course.	circcpe@icai.in; saurabh.agrawal@icai.in;
24	Mr. Sulabh Dubey	Section Officer	3011181	looking After CPE Programs,CPE Hours, Organising Seminars and Conferences, Teleconferences, Handling CIRC website,IPCC Orientation Program, Processing of Bills.	circ@icai.in; sulabh.dubey@icai.in;
25	Mr. S K Khan	Section Officer	3011156, 9026811212	Overall CIRC Accounts and Branches Accounts, Preparation of Vouchers for payment to parties, Preparation of Income & Expenditure Accounts and Balance Sheet of CIRC, Attending Internal & Statutory Auditor for Finalization of Audit Work, Grant Related Matters of CIRC Branches	circaccounts@icai.in; sk.khan@icai.in;
26	Mr. S M Bhakta	Executive Officer	3011173	Sales Counter	<a href="mailto:sumantmuni.bhakta@icai.in">sumantmuni.bhakta@icai.in;</a>

# **MEMBERS & STUDENTS SECTION (MSS)**

<b>Member &amp; Student Section</b>			
<b>Activities</b>	<b>Permanent Officer with designation</b>	<b>Phone No.</b>	<b>E-mail</b>
Overall supervision & signing of all letters & certificates	CA. Atis Basu Joint Secretary	<b>0120-3876858</b>	<a href="mailto:abasu@icai.in">abasu@icai.in</a>
Membership Certificates, Convocation & I-Cards	Mr. L. M. Tandon, A. S.	<b>0120-3045997</b> <b>0120-3045998</b>	<a href="mailto:lmtandon@icai.in">lmtandon@icai.in</a>
Certificate Embossing & Lamination Work, Packing & Dispatch	Mr. L. M. Tandon, A. S.		<a href="mailto:lmtandon@icai.in">lmtandon@icai.in</a>
Council & EC-Agenda, Minutes and Compliance, Condonation & Termination Cases, Attending General queries & grievances of Member & students, Activities related to Notifications, Monthly Pendency Report	Dr. Ranjit Sarmah, Sr. A. D. Ms. Suman Arora, A. S. Dr. Anita Mittal, E. O.		<a href="mailto:ranjit.sarmah@icai.in">ranjit.sarmah@icai.in</a> <a href="mailto:suman.arora@icai.in">suman.arora@icai.in</a> <a href="mailto:anita.mittal@icai.in">anita.mittal@icai.in</a>
Firm Name Approval, Good standing Certificates & LIC-ICAI Group Term Insurance	Dr. Ranjit Sarmah, Sr. A. D. Ms. Sarita Madan, A. S. Mr. Bhupesh Gupta, S. O.		<a href="mailto:ranjit.sarmah@icai.in">ranjit.sarmah@icai.in</a> <a href="mailto:goodstanding@icai.in">goodstanding@icai.in</a> <a href="mailto:sarita.madan@icai.in">sarita.madan@icai.in</a> <a href="mailto:bhupesh.gupta@icai.in">bhupesh.gupta@icai.in</a> <a href="mailto:fna@icai.in">fna@icai.in</a>

CABF, SVAMF, CASBF, Accounts Handling & Meetings, Minutes & Follow ups	Dr. Ranjit Sarmah, Sr. A. D. Mr. Bhushan Sood, A. S.	<a href="mailto:ranjit.sarmah@icai.in">ranjit.sarmah@icai.in</a> <a href="mailto:cabf@icai.in">cabf@icai.in</a>
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Firm Name Approval, MCS, Networking, LLP & Merger	Dr. Ranjit Sarmah, Sr. A. D. Ms. Sarita Madan, A. S. Mr. Bhupesh Gupta S.O. Mr. Yogender Sharma S.O.	<a href="mailto:ranjit.sarmah@icai.in">ranjit.sarmah@icai.in</a> <a href="mailto:goodstanding@icai.in">goodstanding@icai.in</a> <a href="mailto:bhupesh.gupta@icai.in">bhupesh.gupta@icai.in</a> <a href="mailto:mss@icai.in">mss@icai.in</a>
RTI related queries, Confirmation of Status - Member, Students & Firms	Dr. Ranjit Sarmah, Sr. A. D. Ms. Suman Arora, A. S. Ms. Sarita Madan, A. S. Dr. Anita Mittal, E. O. Mr. Yogender Sharma S.O.	<a href="mailto:ranjit.sarmah@icai.in">ranjit.sarmah@icai.in</a> <a href="mailto:suman.arora@icai.in">suman.arora@icai.in</a> <a href="mailto:goodstanding@icai.in">goodstanding@icai.in</a> <a href="mailto:anita.mittal@icai.in">anita.mittal@icai.in</a> <a href="mailto:mss@icai.in">mss@icai.in</a>
Verification of Membership Certificates & Member's I-Cards Data	Mr. L. M. Tandon, A. S.	<a href="mailto:lmtandon@icai.in">lmtandon@icai.in</a>
Handling all DAK dispatch, Mails & Office coordination	Ms. Suman Arora, A. S.	<a href="mailto:suman.arora@icai.in">suman.arora@icai.in</a>

Employment / Basic details updation, Scanning of Photo & Signature	Mr. N. Ravi	Lower Division Clerk	30210306	<a href="mailto:sromem@icai.in">sromem@icai.in</a> <a href="mailto:n.ravi@icai.in">n.ravi@icai.in</a>
Joining / Leaving of Paid Assistant Constitution of Firms, Sole Practice updation	Mrs. H. Vanitha	Data Entry Operator (Gr. LDC)	30210306	<a href="mailto:srofrm@icai.in">srofrm@icai.in</a> <a href="mailto:h.vanitha@icai.in">h.vanitha@icai.in</a>

**PRO SECTION**

<b>Activities</b>	<b>Name of Employee</b>	<b>Designation</b>	<b>Contact No. /Ext. No.</b>	<b>Email ID</b>
Incharge of PRO Section	Mr. Veeramoney	Asst. Secretary	30210346	<a href="mailto:sropro@icai.in">sropro@icai.in</a> <a href="mailto:money@icai.in">money@icai.in</a>

**NORTHERN INDIA REGIONAL COUNCIL**  
**(NIRC)**

## NORTHERN REGIONAL OFFICE - VISHWAS NAGAR

ICAI BHAWAN, 52,53,54, Institutional Area, Vishwas Nagar, Shahdara, (Near Karkardooma Court),  
Delhi-110032, EPABX:-011-39893990

**Help Desk (Call Centre) for enquiry**

**30210600-605**

S. No.	Activities	Email ids	Contact Nos	Alternate Email ids	Contact Nos.
<b>MEMBERS SECTION</b>					
1	FRESH MEMBER ENROLMENT/Issue of Identity Card/Duplicate Certificate/Matter relating to Convocation	<a href="mailto:nromemreg@icai.in">nromemreg@icai.in</a>	30210640, 30210647	<a href="mailto:padma.bhatia@icai.in">padma.bhatia@icai.in</a>	30210623
2	FELLOW ADMISSION & CERTIFICATE OF PRACTICE	<a href="mailto:nromem@icai.in">nromem@icai.in</a>	30210607	<a href="mailto:manish.maheswari@icai.in">manish.maheswari@icai.in</a>	30210607
3	FIRM RELATED QUERY	<a href="mailto:nrofirm@icai.in">nrofirm@icai.in</a>	30210618, 633	<a href="mailto:swarn.arora@icai.in">swarn.arora@icai.in</a>	30210629
4	MEMBER REMOVAL / RESTORATION	<a href="mailto:nromemremoval@icai.in">nromemremoval@icai.in</a>	30210611	<a href="mailto:swarn.arora@icai.in">swarn.arora@icai.in</a>	30210629
5	NORTHERN MEMBER FEE QUERY	<a href="mailto:nroacs@icai.in">nroacs@icai.in</a>	30210628, 30210642		30210642
6	MEMBER CHANGE IN ADDRESS / NAME	<a href="mailto:nromemaddr@icai.in">nromemaddr@icai.in</a>	30210641	<a href="mailto:uma.mullick@icai.in">uma.mullick@icai.in</a>	30210641
7	PROPRIETARY FIRM / PAID ASSISTANT	<a href="mailto:nropropfirm@icai.in">nropropfirm@icai.in</a>	30210630	<a href="mailto:swarn.arora@icai.in">swarn.arora@icai.in</a>	30210629
8	MEMBER EMPLOYMENT	<a href="mailto:nromemberemploy@icai.in">nromemberemploy@icai.in</a>	30210613		
<b>ARTICLES SECTION</b>					
1	ARTICLE REGISTRATION (FIRST TIME)	<a href="mailto:nroipccart@icai.in">nroipccart@icai.in</a>	30210631	<a href="mailto:kiran.chaudhary@icai.in">kiran.chaudhary@icai.in</a>	30210610
2	ARTICLE RE-REGISTRATION (AFTER TERMINATION)	<a href="mailto:nroartrereg@icai.in">nroartrereg@icai.in</a>	30210632, 684	<a href="mailto:prabodh@icai.in">prabodh@icai.in</a>	30210639
3	INDUSTRIAL TRAINEE REGISTRATION	<a href="mailto:nrotermination@icai.in">nrotermination@icai.in</a>	30210661	<a href="mailto:padma.bhatia@icai.in">padma.bhatia@icai.in</a>	30210623
3	ARTICLE TERMINATION				
4	ARTICLE COMPLETION	<a href="mailto:nrocompletion@icai.in">nrocompletion@icai.in</a>	30210615	<a href="mailto:sunita.icai@icai.in">sunita.icai@icai.in</a>	30210608
5	PERMISSION / REVOKATION OF OTHER COURSE	<a href="mailto:nroartrereg@icai.in">nroartrereg@icai.in</a>	30210632	<a href="mailto:prabodh@icai.in">prabodh@icai.in</a>	30210639
6	Direct Entry	<a href="mailto:nroipcc@icai.in">nroipcc@icai.in</a>	30210610	<a href="mailto:kiran.chaudhary@icai.in">kiran.chaudhary@icai.in</a>	30210610
<b>BOARD OF STUDIES - NRO</b>					
1	CPT REGISTRATION	<a href="mailto:nrocpt@icai.in">nrocpt@icai.in</a>	30210627	<a href="mailto:sk.vaid@icai.in">sk.vaid@icai.in</a>	
2	IPCC REGISTRATION	<a href="mailto:nroipcc@icai.in">nroipcc@icai.in</a>	30210631	<a href="mailto:kiran.chaudhary@icai.in">kiran.chaudhary@icai.in</a>	30210610
3	FINAL CUM ARTICLES REGISTRATION	<a href="mailto:nrofinal@icai.in">nrofinal@icai.in</a>	30210614	<a href="mailto:sunita.icai@icai.in">sunita.icai@icai.in</a>	30210608
4	STUDY MATERIALS DISPATCH/Revalidation of Final Course	<a href="mailto:nrobos@icai.in">nrobos@icai.in</a>	30210637	<a href="mailto:sk.vaid@icai.in">sk.vaid@icai.in</a>	
5	ITT TRAINING	<a href="mailto:nroitt@icai.in">nroitt@icai.in</a> , <a href="mailto:nrocct@icai.in">nrocct@icai.in</a>	30210635, 30210622	<a href="mailto:vidhi.gupta@icai.in">vidhi.gupta@icai.in</a>	30210682
6	SALES COUNTER - NRO	<a href="mailto:vnagar_stores@icai.in">vnagar_stores@icai.in</a>	30210616	<a href="mailto:pc.ghosh@icai.in">pc.ghosh@icai.in</a>	30210616
7	ORIENTATION PROGRAMME (OP)	<a href="mailto:op.nro@icai.in">op.nro@icai.in</a>	30210620	<a href="mailto:ankur.khairwal@icai.in">ankur.khairwal@icai.in</a>	30210619
8	LIBRARY - NRO	<a href="mailto:vinlibrary@icai.in">vinlibrary@icai.in</a>	30210612	<a href="mailto:divya.singh@icai.in">divya.singh@icai.in</a>	30210612
<p>Public Relations Officer- Shri S. K. Kushwaha, Deputy Secretary (Phone-011-30210634) emailid:- skkushwaha@icai.in</p> <p>Overall In-charge- Shri Y. S. Rawat, Joint Secretary,(Phone-011-30210636/685) email id:- ysrawat@icai.in,nrodco@icai.in</p>					



**SOUTHERN INDIA REGIONAL COUNCIL**  
**(SIRC)**

ARTICLE SECTION / SOUTHERN REGION				
TASK ALLOCATED/PERFORMED	Name of Employee	Designation	Contact No./Ext. No.	Email Id
In-charge of all Articles Matters	Sangeetha Jagannathan	Assistant Secretary	30210377	<a href="mailto:sroart@icai.in">sroart@icai.in</a>
Completion, Industrial Exam –co-ordination	Mr. K.Vijayarangan	Assistant Secretary	30210314	<a href="mailto:sroartcomp@icai.in">sroartcomp@icai.in</a>
Registration of Articles, Change in Address (Article), Refund claim	Mr.V.Bharanidharan	Executive Officer	30210317	<a href="mailto:sroartregn@icai.in">sroartregn@icai.in</a>
Re-Registration, Termination, Permission to Study, and File Transfer of Article	Ms.AzeezUnisa	Data Entry Operator (Gr.UDC )	30210316	<a href="mailto:sroartreign@icai.in">sroartreign@icai.in</a>

ACCOUNTS SECTION / SOUTHERN REGION				
TASK ALLOCATED /PERFORMED	Name of Employee	Designation	Contact No./Ext. No.	Email Id
Incharge of Accounts Section (DecentralisedOffice).	Mr. T Balasubramainan	Assistant Secretary	30210325, 9380497920	<a href="mailto:sroacc@icai.in">sroacc@icai.in</a> <a href="mailto:tbalu@icai.in">tbalu@icai.in</a>
FAS & Final, ITT & Orientation Fee Collection	Mr. K Arumugam	Assistant Secretary	30210325	<a href="mailto:sroacc@icai.in">sroacc@icai.in</a>

Article & Student Fee Collection – CPT, CCT, IPCC & IPCC	Mr. N Ramakrishnan	Data Entry Operator (Gr.UDC)	30210326	<a href="mailto:ramakrishnan@icai.in">ramakrishnan@icai.in</a>
Members Fee Collection	Ms. Ambika V	Data Entry Operator (Gr.UDC)	30210326	<a href="mailto:ambika@icai.in">ambika@icai.in</a>

BOARD OF STUDIES SECTION / SOUTHERN REGION				
TASK ALLOCATED/PERFORMED	Name of Employee	Designation	Contact No./Ext. No.	
Incharge of Board of Studies	Mr.S.BabuRaghavan	Asstt Secretary	30210376	<a href="mailto:babu.raghvan@icai.in">babu.raghvan@icai.in</a>
Checking and approval of IPCC- Direct entry Scheme & Other Meeting Work	Mr. N.Jagadish Kumar.	Asstt Secretary	30210376	<a href="mailto:jagadish.ns@icai.in">jagadish.ns@icai.in</a>
Registration of IPCC (CPT Route), Re Registration of IPCC and Issuance of Study Material to IPCC.	Mr. D.V.Balaji	Sr. Executive Officer	30210310	<a href="mailto:balajidv@icai.in">balajidv@icai.in</a>
Registration Final Course, Re Registration of Final Course, Orientation Course activity and Issuance of Study Material - Final	Mr. NipinPoulose	Executive Officer	30210312	<a href="mailto:nipinpoulose@icai.in">nipinpoulose@icai.in</a>
CPT Regn., Re Registration and Issuance of Study Material CPT	Mr. Reshma Begum N	Data Entry Operator (Grade LDC)	30210311	<a href="mailto:reshma.begum@icai.in">reshma.begum@icai.in</a>

**MEMBERS / FIRMS SECTION  
(SOUTHERN REGION)**

<b>Activities</b>	<b>Name of Employee</b>	<b>Designation</b>	<b>Contact No. /Ext. No.</b>	<b>Email ID</b>
Incharge of Membership Section	Mr. Venkatasubramanian	Asst. Secretary	30210305	sromem@icai.in mvenkat@icai.in
Reconstitution of Firms and all Firm related activities	Mrs. Padma Balaji	Sr. Executive Officer	30210350	srofrm@icai.in padmabalaji@icai.in
Fresh Member Enrolment Member ID card Script Report Preparation Gazette Notification Preparation	Mr. A. Rahman Ali	Sr. Executive Officer	30210307	sroenrol@icai.in rahman@icai.in
Issue / Cancellation of Certificate of Practice. Duplicate Script Certificate	Mr. V. Palaniswamy	Sr. Executive Officer	30210307	sromem@icai.in vps@icai.in
Grant of Fellowship, Removal / Restoration of Name, Change of Address	Mrs. S. Kalaivani	Data Entry Operator (Gr. UDC)	30210306	sromem@icai.in kalai@icai.in
Employment / Basic details updation, Scanning of Photo & Signature	Mr. N. Ravi	Lower Division Clerk	30210306	sromem@icai.in n.ravi@icai.in
Joining / Leaving of Paid Assistant Constitution of Firms, Sole Practice updation	Mrs. H. Vanitha	Data Entry Operator (Gr. LDC)	30210306	srofrm@icai.in h.vanitha@icai.in

**PRO SECTION**

<b>Activities</b>	<b>Name of Employee</b>	<b>Designation</b>	<b>Contact No. /Ext. No.</b>	<b>Email ID</b>
Incharge of PRO Section	Mr. Veeramoney	Asst. Secretary	30210346	<a href="mailto:sropro@icai.in">sropro@icai.in</a> <a href="mailto:money@icai.in">money@icai.in</a>

**EDP SECTION / SOUTHERN REGION**

<b>TASK ALLOCATED/PERFORMED</b>	<b>Name of Employee</b>	<b>Designation</b>	<b>Contact No./Ext. No.</b>	<b>Email Id</b>

In-charge of all EDP Activities	Mr K Rajasekaran	Assistant Secretary	30210333	<a href="mailto:sroedp@icai.in">sroedp@icai.in</a> <a href="mailto:rajasekaran@icai.in">rajasekaran@icai.in</a>
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ITT SECTION / SOUTHERN REGION				
TASK ALLOCATED/PERFORMED	Name of Employee	Designation	Contact No./Ext. No.	Email Id
Overall in Charge of ITT & Datacentre	Sabarigreesan	Assistant Secretary	30210335	sabari@icai.in
Advanced ITT Certificate issuance	MukeshNawal	Lab Assistant	30210378	mukeshnawal@icai.in
ITT & Adv. ITT Course Registration & Queries	Vishnu Kumar	Lab Assistant	30210328	vishnukumar@icai.in

SIRC	Name of the Employee	Designation	Contact No.	Email ID
Overall in Charge of SIRC	R Rajendran	Assistant Secretary	30210321	rrajendran@icai.in
CPE Meetings/Seminar/Programme & CPE Credit related queries	Mr S Ramkumar	Senior Executive Officer	044-30210320	<a href="mailto:sircpce@icai.in">sircpce@icai.in</a>
All correspondence relation to GMCS Course	Mr M N Sathyamurthy	Executive Officer	044-30210322	<a href="mailto:sircgmcs@icai.in">sircgmcs@icai.in</a>