

# ID REFRESHER COURSE

FOR SELF ASSESMENT PROFICIENCY TEST

# About Us

Professionally managed team, with dedicated Professionals collaborated to provide Project Finance, Audit, Consulting, Financial & Corporate Advisory, Fund Raising, Capital Market, Wealth Management, Tax, Legal and Related Services to Clients.

An One Stop Single Window offering Integrated Business, Legal and Financial Solutions to varied sections of society including SMEs and Large Corporate Enterprises. The rich & diverse experience of our team including that in some of the landmark transactions and corporate actions, in-house research and knowledge management set-up fuels the intrinsic attitude of the Group to offer innovative, out-of-box solutions to dynamic business needs along with turnkey execution support of Corporate needs.

# Services We Provide

- ▶ Trainings for Corporate Functions around MCA Compliance
- ▶ Corporate Advisory & Corporate Governance
- ▶ Mergers & Acquisitions
- ▶ Cross Border Advisory
- ▶ Constitution & Management of Entities Domestic & International
- ▶ FEMA Advisory
- ▶ Resource Mobilization through PE ; IPO & Debt Structuring
- ▶ Back Office Support for Corporate Finance Function
- ▶ Strategy & Policy Formation for Small to Medium Sized Enterprises
- ▶ Specialized Services in Startups & MSME setup
- ▶ Advisory for Risk Management Policy Setup & Compliance
- ▶ MSME Advisory for Outstanding

# 2 Types of Course Offerings

## ▶ 1. Refresher Course

- ✓ 10 Hrs.
- ✓ 2 Mock Test
- ✓ Virtual Mode of Training
- ✓ Probable Question Bank
- ✓ Hand holding till the completion

## ▶ 2. Intensive Training

- ✓ Personalized & Confidential Pre Screening
- ✓ 20 Hrs. depending on the Assessment of Candidate
- ✓ 4 Mock Test
- ✓ Physical Class Room Training ( Optional Virtual )
- ✓ Probable Question Bank
- ✓ Hand holding till the completion

# 5 Reasons why you should come to us

- ▶ One of the only team providing professional services for this training
- ▶ House of Experts with total 50 years of Experience into this field
- ▶ Only firm giving Confidential & personalized hand holding till the completion
- ▶ Giving feel of exams to professionals who are into business and away from School of Tests
- ▶ Specialized Coaching available for Women Leaders for Board Aesthetics

# Methodology

- A. Pre Screening of Candidates with Confidentiality
- B. Identification of Focused Areas by Experts
- C. Suggesting the correct course type
- D. Workshops / Webinars with personalized interactive sessions
- E. Case Study Discussions & Role Plays
- F. Hand holding for Registrations & Tests

## Approach for Refresher Course [ Standardized ]

1. Fixed Training 2 hrs. for 5 sessions
2. Mock Tests & any other assistance later on
3. Available for consultations and query solving till completion

## Approach for Intensive Training - Tailor Made

Cost to be provided on request

# About Self Assessment Proficiency Test

- ▶ Registering in Databank is legal compliance as per MCA for all Independent Directors
- ▶ The Indian Institute of Corporate Affairs (IICA) under Section 150(1) of the Companies Act, 2013 to conduct Online Proficiency Self-Assessment. IICA by complying with Rule 6(1) of the Companies (Appointment and Qualification of Directors) Rules, 2014 will conduct this test through this Independent Director's Databank.

# What is ID Databank

- ▶ Under the Companies Act, 2013, there are provisions that a company can choose an Independent Director from a databank of persons who are eligible and willing to act as Independent Directors. The Central Government has notified the Indian Institute of Corporate Affairs (IICA) as an agency to create and maintain this databank.
- ▶ The databank contains names, addresses, and qualifications of persons who are eligible and willing to act as Independent Directors. Databank of Independent Directors aims to provide single-point access to the companies to search Independent Directors as per their needs and criteria.



# About Self- Assessment Test Pattern

50 Questions - MCQs

Total Marks - 100

Test Duration – 75  
minutes

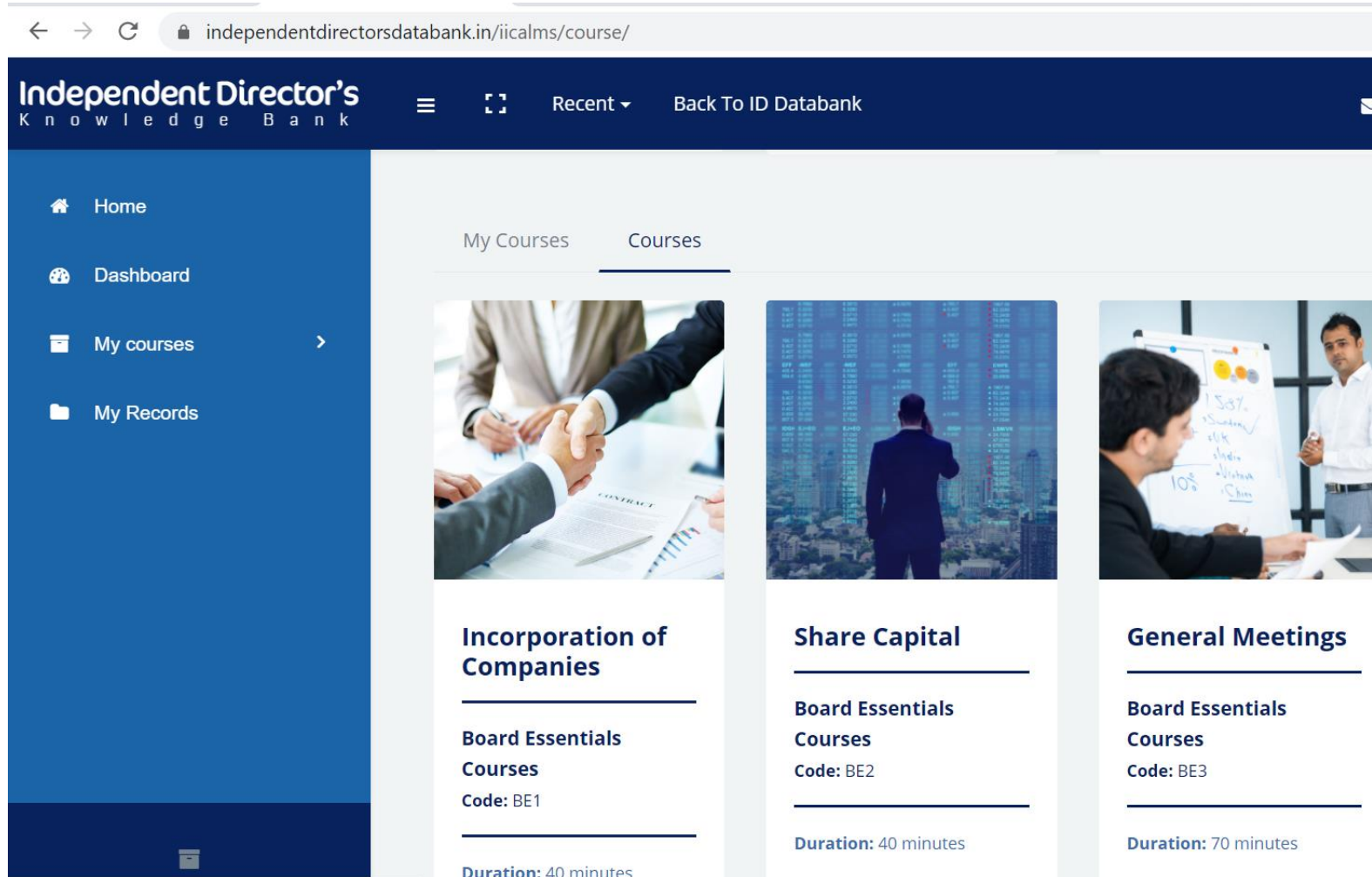
Each MCQ – 2 Marks

Each MCQ – 1.5 minutes

Board Essentials - 25 MCQs  
Direct Questions

Board Practice - 25 MCQs  
Scenario Based

# Glimpse Content of Courses by IICA



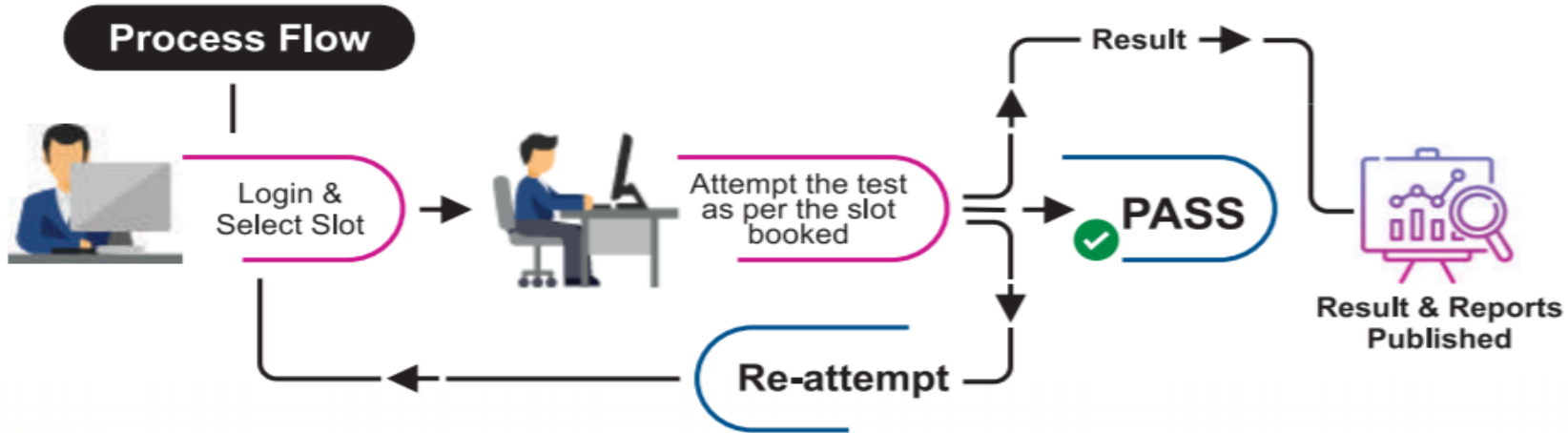
The screenshot displays the 'Independent Director's Knowledge Bank' website. The browser address bar shows the URL 'independentdirectorsdatabank.in/iicalms/course/'. The website header includes the logo 'Independent Director's Knowledge Bank', a navigation menu with 'Home', 'Dashboard', 'My courses', and 'My Records', and a 'Recent' dropdown menu. The main content area is titled 'My Courses' and 'Courses'. Three course cards are visible:

- Incorporation of Companies**  
Board Essentials Courses  
Code: BE1  
Duration: 40 minutes
- Share Capital**  
Board Essentials Courses  
Code: BE2  
Duration: 40 minutes
- General Meetings**  
Board Essentials Courses  
Code: BE3  
Duration: 70 minutes

# TOC of Course Coverage - 42 Areas

- 1 Incorporation of Companies
- 2 Share Capital
- 3 Due Diligence Before Joining a Board
- 4 Board Effectiveness & Culture
- 5 Prospectus & Allotment of Shares
- 6 Debentures and Bonds
- 7 Acceptance of Deposits
- 8 Institution of Directors
- 9 Liability of Directors and KMP
- 10 Case Study - WorldCom
- 11 Board Meetings
- 12 General Meetings
- 13 Board Committees
- 14 Case Study - Enron Corporation
- 15 Secretarial Standard 2
- 16 Case Study - Satyam
- 17 Related Party Transactions
- 18 Governance of Committees
- 19 Exemplary Board
- 20 Managing Through Financial Ratios
- 21 Governance and Strategy
- 22 Managing CSR & Engaging Stakeholders
- 23 Building Resilient Company: Boards Role
- 24 Board Evaluation
- 25 Evaluation of Independent Directors
- 26 Case Study - Hydro One
- 27 Case Study - VOLKSWAGEN
- 28 Case Study - Olympus
- 29 Case Study - Maruti Suzuki
- 30 Accounts of Companies
- 31 Audit & Auditors
- 32 Secretarial Audit & Compliances
- 33 Oppression & Mismanagement
- 34 Corporate Social Responsibility
- 35 Mergers Amalgamation (M&As)
- 36 Penalties and Compounding of offences
- 37 SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR)
- 38 How to Read Balance Sheet
- 39 Decoding Financial Statement
- 40 Professional Ethics
- 41 Duties of Directors
- 42 Safeguarding Directors

# Online Proficiency Assessment



Adobe Acrobat  
Document

[Link to Official  
handbook](#)

## Important Dates:

- I. Start date for Empanelment/registration of individuals and companies – 1st Dec, 2019
- II. Last end date for empanelment of existing Independent Directors – 31st Dec, 2020
- III. Start date for slot booking for online proficiency self-assessment test – 2nd Dec, 2019
- IV. Start date for Mock (Practice) Test – 2nd Dec, 2019 onwards
- V. Start date for online proficiency self-assessment test – 01st Mar, 2020
- VI. Start date for corporate access and search facility – 04th Mar, 2020

# Relevant Timelines

- ▶ Registration to IICA Databank – 31<sup>st</sup> Dec 2020
- ▶ Exams to be completed within 12 months of registration
- ▶ Effectively an eligible individual needs to complete the examination by 31<sup>st</sup> of Dec 2021

# Contact Us

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