

Kind attention:

- The Secretaries to Non-Standing Committees of ICAI
- The Chairman and Vice-Chairman of All Regional Councils and their Branches
- The Chairman and Vice-Chairman of All Chapters Abroad of ICAI
- The Convenor and Deputy Convenor of All CPE Study Circles/CPE Study Chapters
- The Convenor and Deputy Convenor of All CPE Study Circles for Members in Industry
- The Convenor of All CPE Study groups

Subject: Minimum fee to be charged for any type of CPE event organised by any CPE POU

Dear Sir/Madam,

This has reference to the “*CPE Advisories*”, earlier sent to you by mail and also attached herewith, with a direction to comply the same.

Your kind attention is drawn to the relevant Clauses of “**CPE Advisory on Management of Programme Costs**” as under:

Clause 5D It should be the endeavour of the POU's to conduct each CPE Programme on a self-financing basis.

Clause 5E. 01 The POU's should decide the participation fees for each CPE programme in a way to recover all direct and indirect expenses of the concerned programme. It is advisable to charge nominal fee from the participants to encourage maximum participation.

It has been observed by the CPE Directorate that few CPE POU's are organizing free CPE Programmes and not charging any fee from members which are not in line with CPE Guidelines.

In view of the above, it has been decided by the CPE Directorate that a minimum fee of Rs. 100/- shall be charged for any type of CPE event (even for shorter duration) organised by any CPE POU.

Also in case where annual members are registered by CPE POU (ICAI Branches, CPE Study Circles, etc.) and an annual membership fee is charged, the same shall be deemed to have complied with the above Guideline. Other members (i.e. non-registered members of CPE POU) are required to pay a nominal fee for participating in CPE programme, which shall not be less than Rs. 100/- plus applicable taxes.

Hence you are requested to kindly take note of the above while organising CPE programmes and to continue to abide by the CPE Guidelines.

Regards

CPE Directorate
The Institute of Chartered Accountants of India,
ICAI BHAWAN', A-29,
Sector 62, Noida 201309
Telephone – 0120-3045981, 957

Website: www.icai.org; www.cpeicai.org

Think before you print and save a tree.

Saving paper is just the beginning...save environment

Follow ICAI on Social Media - <http://www.icai.org/followus/>