



Audit Bureau Of Circulations

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SUB COMMITTEES OF THE COUNCIL FOR THE YEAR 2019-2020

Following are the reconstituted Sub-Committees of the Council for the year 2019-2020:

A. BUREAU'S EXECUTIVE COMMITTEE:

➤ Terms of reference of Bureau's Executive Committee:

- Supervise the day to day functioning of the Bureau within the broad policies laid down by the Council.

Mr. Madhukar Kamath, Chairman
Mr. Devendra V. Darda
Mr. Riyad Mathew
Mr. Vikram Sakhuja
Mr. Vivek Nayer
Mr. Debabrata Mukherjee

B. SPECIAL COMMITTEE:

➤ Terms of reference of Special Committee

- To consider, advice and recommend to the Council changes in rules and guidelines and provide clarifications on the existing guidelines whenever required.
- Recommend solutions on important issues pertaining to certification of circulation figures.
- To be consulted by the Secretariat in such cases where clarifications/ interpretation of an existing rule by the Secretariat is not acceptable to a member.
- To recommend areas for training of publisher members staff and auditors.
- To consider any question as to the interpretation or application of a bye-law or rules of the Bureau

- Any other matter which the Council may refer to the Committee from time to time.

Mr. Madhukar Kamath, Chairman
Mr. Devendra V. Darda
Mr. Shashidhar Sinha
Mr. Hormusji N Cama
Mr. Shailesh Gupta
Mr. Chandan Majumdar
Mr. Raj Jain
Mr. Pratap Pawar
Mr. Praveen Someshwar
Mr. Vivek Nayer
Mr. Debabrata Mukherjee

C. BUREAU'S AUDIT COMMITTEE:

➤ **Terms of reference of Bureau's Audit Committee:**

- To consider member publications to be put through Bureau Audits by appointed audit firms (including forensic auditors) and / or Bureau's Officials and / or any other competent person.
- To consider results of Bureau audits.
- To decide on Bureau audits in cases of complaints / issues which are brought to the notice requiring immediate action by the Bureau.
- To decide on forensic audits in appropriate cases.
- To consider circulation figures of member publications in special cases which are referred to by the Secretariat before issue of ABC certificate.
- To keep in abeyance audited circulation figures submitted by a publisher member pending further investigation / correspondence / Bureau audit etc., till such time the matter is finally decided.
- To empanel CA firms as and when deemed appropriate.
- To consider publications for Bureau audits due to abnormal increase in circulation figures, new admissions seeking membership and publications which were not certified for any reason in the preceding audit period.

Mr. Madhukar Kamath, Chairman
Mr. Vikram Sakhuja
Mr. Shashidhar Sinha
Mr. Mayank Pareek
Mr. Vivek Nayer

D. REVIEW COMMITTEE:

➤ **Terms of reference of Review Committee:**

- To review cases of Bureau's Audits where Bureau Auditor's observations and their conclusions are not accepted by publisher member.
- All such cases which involves a dispute between a publisher and the Bureau pertaining to certification of circulation figures.

- Review committee may provide an opportunity to the aggrieved publisher member to present their point of view in the matter.
- The decision of the review committee will then be placed before the Bureau's Council of Management for its further consideration.

Mr. Madhukar Kamath, Chairman
 Mr. Riyad Mathew
 Mr. Srinivasan K Swamy
 Mr. Hormusji N Cama
 Mr. Karunesh Bajaj
 Mr. Debabrata Mukherjee

E. DISCIPLINARY COMMITTEE:

➤ **Terms of reference of Disciplinary Committee:**

- To consider complaints received from publisher members regarding violation of Bureau's Code for Publicity
- To consider responses received from publisher members pertaining to violation of Bureau's Code for Publicity.
- To consider appropriate penal action on publisher members who violate Bureau's Code for Publicity.
- To suggest suitable amendments to the provisions of Bureau's Code for Publicity as and when deemed appropriate.
- In very serious cases of continuous non-adherence to Bureau's Code for Publicity to suggest strong action on erring publisher members in light of the provisions contained in Bureau's Articles of Association.
- Any other matter concerning provisions of Bureau's Code for Publicity.

Mr. Madhukar Kamath, Chairman	Mr. Devendra V. Darda
Mr. Riyad Mathew	Mr. Shashidhar Sinha
Mr. Srinivasan K Swamy	Mr. Hormusji N Cama
Mr. Raj Jain	Mr. Pratap Pawar
Mr. Praveen Someshwar	Mr. Karunesh Bajaj
Mr. Vivek Nayer	

(As and when competing publications are involved, concerned publisher Council member would be excluded on case to case basis)

Secretary General