

**ANJUMAN ARTS, SCIENCE, COMMERCE
COLLEGE AND P.G. CENTRE, BHATKAL**

An IQAC Initiative

A Guest Session on

**CLSP-COMPANY
FORMATION AND DOCUMENTATION**

Guest : CS.Burhanuddin K

Thirupal Gorige and Associates LLP, Bangalore

Date: 20-11-2022 Time : 10:00am


PRINCIPAL

Anjuman Arts, Science & Commerce College
& P.G. Centre
BHATKAL-581 320


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Anjuman Arts, Science,
Commerce College & P.G. Centre
Bhatkal



Burhanuddin Kholiya

Company Secretary

Mob: +91-8107799652

Email: Burhan.kholiya@gmail.com

Flat 303, Ali Apartment Block-B Soniyo ka Nohra, Kutubpura, Udaipur- 313001 Rajasthan,

Career Objective

My career objective is to add value to the organization I am associated with by helping it to achieve its desired objective and do the same by ensuring maximum governance and compliance with applicable laws.

Training Experience

Thirupal Gorige and Associates LLP, Bangalore
April 2021 to Dec 2022

Companies Law:

- Drafted various legal opinions on topics related to Buyback, Foreign funding, Diversification of business activity, Appointment of KMPs, non-conduct of AGM and filing of annual returns etc.
- Extensive exposure to secretarial Due Diligence of one of the market leading companies with 100+ group companies across India.
- Secretarial Audit of Listed companies (equity listed and Debt listed)
- Assisted in end-to-end merger and restructuring process of companies by drafting schemes, reply to various regulatory bodies and filing of forms and other documents with NCLT and ROC.
- Compounding of offences related to non appointment of Independent Director, delay in convening AGM etc.

- Adjudication for non-appointment of Independent Director in government company.
- Incorporation of Companies and LLPs including subsidiary of foreign body corporate.
- Preparation of documents for filing of striking off application before ROC
- Assisted in shifting of Registered office of Company from one state to another state and within the city limit as well.
- Completed assignment for carrying out Change in name of Company
- Rights issue
- Alteration in AOA and MOA including restating AOA and MOA with the Companies Act, 2013
- Carried out end to end procedure for Buyback
- Carried out end to end procedure for issue of equity shares with differential voting rights
- Transfer and Transmission of shares
- Periodic filing for companies like Annual return, AOC-4, DPT-3, DIR-3KYC etc.
- Certification of various forms and issuance of certificates and report required under the Companies Act, 2013
- Submitting reply to the show cause notice issued by ROC and filing of clarification letters with ROC and Regional Director.


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- Preparation and printing of minutes and other secretarial records.

FEMA

- Preparation of documents for raising of ECB
- Preparation and Filing of FC-GPR forms and its attachments for reporting issue of equity shares, convertible securities, Rights issue etc.
- Preparation and Filing of FC-TRS form and its attachments
- Preparation and Filing of FLA forms.
- Creation of entity user and business user id on FIRMS portal
- Drafted legal opinions on queries related to raising FDI and making ODI.
- Drafted and issued CS certificate required under FEMA Regulations

SEBI

- Secretarial audit of listed entities including debt listed NBFCs
- Preparation and issue of CS certificate required under SEBI LODR Regulation and other such as share reconciliation certificate.
- Prepared scrutinizer report for e-voting facility provided by listed Government company (one of the navratna company)

Trademark

- Prepared documents and applied for registration of various marks as a device mark and word mark.
- Prepared and submitted response to examination report issued by trademark registrar
- Modified the application filed for registration of mark as trade mark.

Other Activities:

- Written an article on "shadow director" which was published in Corporate law

advisor (CLA) journal, one of the leading law journal in India.

- Winner of Moot Court competition organized by ICSI Bangalore Chapter in year 2021
- Attended various weekly seminars organized by ICSI Bangalore Chapter and ICSI Mysuru Chapter on topics related to Listing and due diligence, art of appearance before Tribunals, MCA V3 workings etc.
- Attended and actively participated in "Manthan" program organized by ICSI Mysuru Chapter in year 2022
- Attended 49th National Convention of ICSI hosted by ICSI Bangalore Chapter in year 2022.
- Prepared various powerpoint presentation on behalf of the firm for various seminars and webinars.
- Attended periodic online sessions organized by team Corporate law advisors (CLA)

Professional Qualification

- Cleared final level of Company Secretary exams in Dec 2020
- Cleared executive level of Company Secretary exams in Dec 2019

Educational Qualification

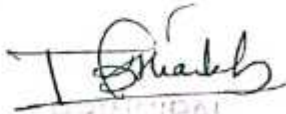
Master's in commerce (M. Com in ABST)
Mohanlal Sukhadia University, Udaipur
Year 2020, Honored with 51.50%

Bachelors in Commerce (B. Com)
Mohanlal Sukhadia University, Udaipur
Year 2016, Honored with 61.61%

Higher Secondary (12th) (CBSE Board)
St. Gregorios School
Year 2013, Honored with 75%


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Secondary (10th) (CCE Board)
St. Gregorios School
Year 2013, Honored with 6.6 CGPA

Personal Details

- Current city: Bangalore
- Fathers name: Mr. Abizer Kholiya
- Fathers' occupation: Business
- Mothers name: Ms. Farida Kholiya
- Date of Birth: 24th September, 1994
- Marital status: Unmarried

Skills

- IT skills:
 - MS-word, MS-powerpoint, MS-excel
 - Working knowledge of MCA portal, FIRMS (RBI) Portal, Trademark portal etc.
- Soft skill:
 - Communication
 - Interpersonal skill
 - Resilience

Strength

Aspiring, Perseverant, Tranquil

Hobbies/ Interest

Book reading, Cooking, Painting, Chess etc.

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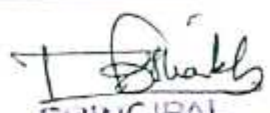

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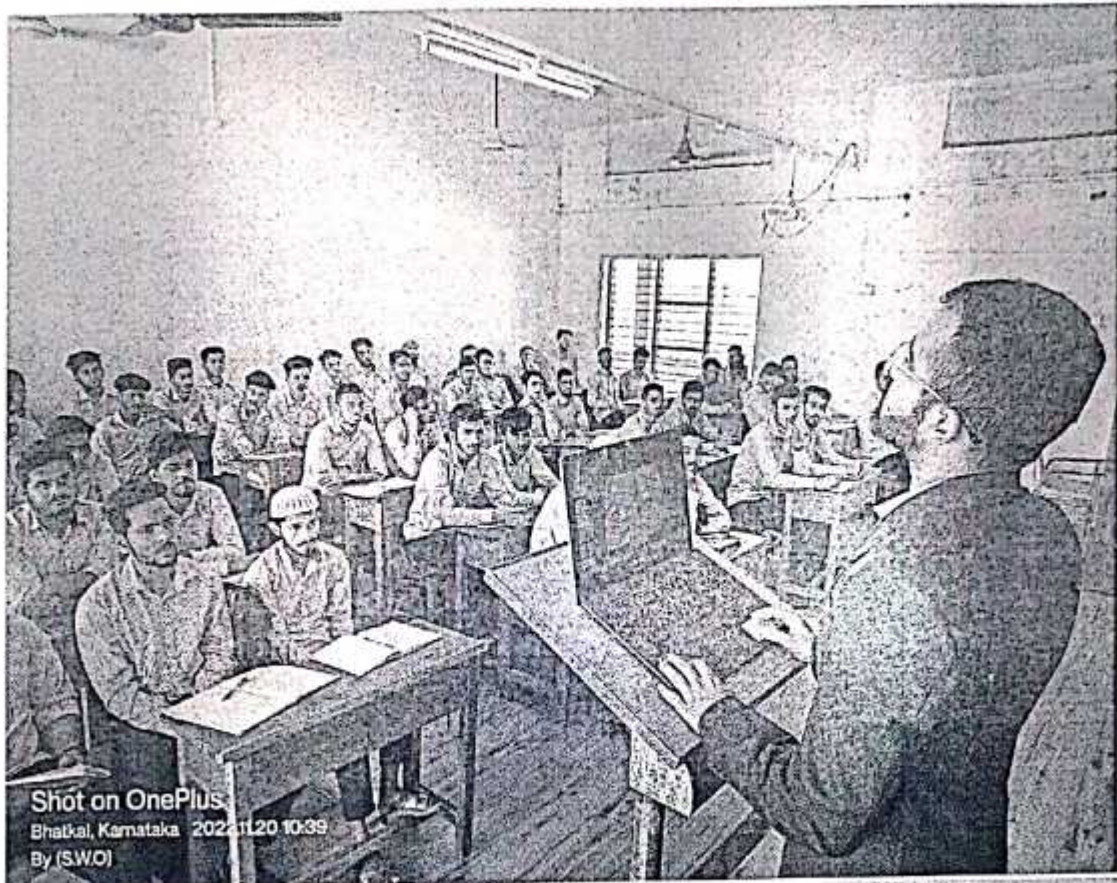

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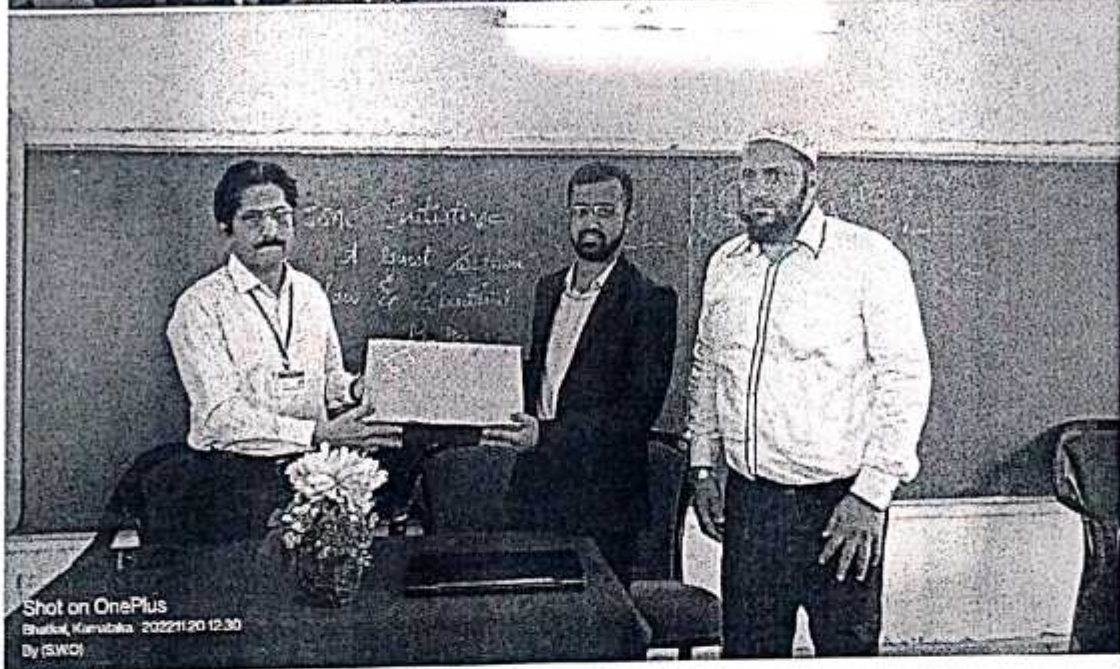
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T. Shikha
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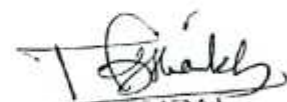
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Report-Guest session on Company formation and Opportunities as CS



On November 20th 2022, at Anjuman Degree College, a guest lecture on the topic of 'Company Law & Secretarial Practice' was organized by the Student Welfare Wing. The session, held for second-year BCom students, featured CS. Burhanuddin Kholiya as the Guest Speaker, an accomplished Company Secretary and an alumnus of Mohanlal Sukhadia University, Udaipur.

The session aimed to enhance students' adaptability in the subject by imparting the latest theories and practices in the modern financial world. The lecture series serves as a platform for both academicians and practitioners to share insights and enrich the student community.

Commencing at 10:30 am, the event began with Maan Ikkeri introducing the guest speaker. CS. Burhanuddin Kholiya covered a wide range of topics, including the formation of various types of companies and the advantages associated with them. The lecture also addressed career opportunities for Company Secretaries, detailing the path to becoming one.

Mr. Kholiya shared personal experiences, emphasizing that belief in oneself and a willingness to take risks are key factors in achieving career milestones. The session prior to its conclusion had a Q & A session followed with a vote of thanks and a memento presented by Principal Prof. MK Shaikh.

Notably, Dr. Zubair Kola, a management executive member, facilitated the guest's presence from Bangalore. This comprehensive report encapsulates the insightful guest lecture that took place on November 20th 2022 at Anjuman Degree College.

Report by Prof. M Ganim
(Students welfare officer)
Anjuman Degree College

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Prof. MK Shaikh
(Principal)
Anjuman Arts, Science & Commerce College
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