

Format of Bio-data in respect of persons desirous of inclusion in DPE databank

1. Name : CA. NAVAL KAPUR
2. Father's Name : Shri Parkash Chand Kapur
3. Date of Birth : 8th September , Nineteen sixty five.
4. Full Mailing address (with Telephone-landline & Mobile No. and E-Mail address)

Address

Telephones :

Landline

Mobiles: XXXXXX 575775 0415125053
XXXXXX

E mail: mail@navalkapurco.com , navalkapurandco@gmail.com

5. Educational & Professional Qualification (Graduation onwards)

S.No	Course	Subjects	University/Institute	Year of Passing	Division/Class
1.	B.COM	Accounts, eng, eco.	Kanpur University	1983	II nd
2.	M.CO M	Accounts, corp. Fin. , eco.	Kanpur University	1990	II nd
3.	CA	As per set pattern of ICAI	The Institute of Chartered Accountants of India	1991	



6. Work Experience

S.No.	Organization/ Institute	Post Held	Period (From - To)	Nature of Work
1	Naval Kapur & Co., Chartered Accountants	Key Partner	Since inception ,i.e. 1991 , till date	Practicing chartered accountants firm

7. Whether SC/ST/OBC/Minorities/Women ; NO

(if yes, indicate the relevant category)

8. Present Position : Key Partner of Naval Kapur & Co. Chartered Accountants ,
Kanpur & New Delhi

9. Area of Specialization and numbers of years experience : I am in practice since
1991 and the area of specialization is Internal Audits , Fraud detection audits ,
Management consultancy and Taxation

10. Indicate how you fill the laid down criteria (Refer Annex)

Professionals of repute having more than 20 years of experience in various
fields such as Taxation , Auditing, Fraud detection audits , Management
consultancy etc

11. Directorship held in companies (both CPSEs and Private)

(a) Past (during last 5 years) : NONE

(b) Present : NONE

Date: 26/04/2012



(Signature)

Name : CA. NAVAL KAPUR



CURRICULUM - VITAE

1	Name of the firm	:	NAVAL KAPUR & CO.
2	Empanelment no. with CAG	:	CR 1026
3	Empanelment no. with IRDA	:	PD/IRDA-EMP/2001/S.NO.88
4	Unique code no	:	332050
5	ICAI registration no. and region	:	005851 C. Region : Kanpur
6	Permanent A/c. no. [PAN] allotted by Income Tax Dept.	:	AACFN9169M
7	Service Tax Registration no.	:	AACFN9169MST001
8	Complete addresses of the offices of the firm	:	
	⇒ HEAD OFFICE :	:	
	KANPUR	:	Cell. : 25053 75775 E-mail : @na .co.com E-mail 2.: navalkapurandco@gmail.com Web site : http:#www.navalkapurco.com
	⇒ BRANCH OFFICE :	:	
	NEW DELHI	:	H-31,Road No. 2 ,Shivaji Park,Punjabi Bagh ,New Delhi 26. Phone: [011] 25223262, 52467280
9	Date of establishment as :		
	a) Sole proprietor ship	:	21.08.1991
	b) Partnership	:	Converted into partnership w.e.f.10.06.1996
10	Number of audit staff	:	HEAD OFFICE BRANCH OFFICE
		:	10 Persons 3 Persons = 13 persons
11	Detail of partners :		
	a.Names		NAVAL KAPUR N.P.KAPOOR VIKAS KOOL
	b. PANs		ABBP1074E AHDPK3093R AUVPK2221L
	c) Membership numbers		74587 4227 410085
	d) Date of becoming ACA		22.07.1991 24.08.1957 18.02.2009
	e) Date of becoming FCA		22.07.1996 13.07.1981 STILL ACA
	f) Date of joining the firm		22.07.1991 01.06.1996 01.01.2011
	g) Incharge of		H.O Kanpur B.O: New Delhi NIL
	h) Whether still continuing		Yes Yes Yes
12	Details of audit assignments with the firm : [Only special ones]		
	a) PSUs & GOVERNMENT Cos. :		
	Names of the auditees/clients		Particulars
	➤ Bharat Petroleum corporation Ltd		COCO Audits [ongoing] Experience of 60 COCOs [approx] achieved by us
	➤ National Projects Construction Corporation Ltd { NPCC } Gurgaon		Internal audit of corporate office and Delhi Zone for the years 2011-12 and 2012-13 (Ongoing)
	➤ The Central India Regional Council Of The Institute Of		Statutory audit for the year 2011-12 (ongoing)



	Chartered Accountants of India Ltd. Kanpur	
	➤ Bharat Sanchar Nigam Ltd. [BSNL]	Assignment of account restructuring work and preparation of consolidated Balance Sheet of entire Circle U.P.East .This assignment was the personal experience of partner CA. Naval Kapur [completed – during 2000-2001]
	➤ Balmer Lawrie & Co. Ltd, Kolkata [a mini navratna co.]	VAT audit / consultancy for their units in UP. [ongoing]
	➤ National Cooperative Consumers Federation of India Ltd. [NCCF]	Internal audit of KANPUR , LUCKNOW & VARANASI branches [Ongoing] Note : our main area of emphasis is auditing of transactions of buying coal from various coalries and supplying them to Small Scale Industries
	➤ U.P.Unsuhit Jati Vitt Evem Vikas Nigam Ltd.	Reconciliation work of subsidy granted by them for 20 years i.e. 1981 to 2001. This assignment was the personal experience of partner CA. Naval Kapur [completed in the year 2003]
	➤ U.P..Power Corporation Ltd.	Reconciliation /Internal audit 2009-10 & 2010-11[ongoing]
	➤ Northern Regional Institute of Printing Technology, Allbd.	Statutory Audit of funds utilization [completed]
	➤ Project Coordinator Committee Polytechnic Project [ORAI & ETAWA — [U.P.]	Statutory Audit of funds utilization [completed]
	➤ Dakshinanchal Vidhyut Vitaran Nigam Ltd.— EDDs : Aurraiya , Etawa, ,Kannauj,FarrukhaBad, Lalitpur Jhansi I & II , Orai , Akbarpur	: Bank reconciliation and Management Information system work [2000-2006] with <u>Special aspect of fraud detection</u> [ongoing]
	➤ Paschimanchal Vidhut Vitaran Nigam Ltd [Amroha & Bulandshahar]	Bank reconciliation and Management Information system work [2000-2006] with <u>Special aspect of fraud detection</u> [ongoing]
	➤ Ram Ganga Command Project ,Kanpur	Compilation of their Balance Sheet for the year 2003-2004. This assignment was the personal experience of partner CA. Naval Kapur [completed during the year 2004-2006]
	➤ Gram Panchayat Audits	Audit of 200 Gram Panchayats [ongoing]
	➤ U.P.Jal Nigam	Balance sheet compilation work of their 160 units alongwith their HO balance sheet for the year 2006-07. This assignment was the personal experience of partner CA. Naval Kapur [completed in the year 2007-08]
	➤ IFCO TOKIO General Insurance	Claim Audit of the insured
	➤	
	b) OTHER THAN GOVT. Cos.:	
	NAMES OF THE CLIENTS	PARTICULARS OF THE CLIENTS
•	Rampur Finance Corp. P. Ltd	Owned by Ex-Directors of Victoria Mills,Kanpur
•	Sir .J.P.Srivastava & Sons [Rampur] Pvt. Ltd.	Owned by Ex-Directors of Victoria Mills,Kanpur



•	CALICO TRENDS	Manufacturers/Exporters of shoes having turnover of over Rs. 75.00 Crores
•	HAMEED LEATHER FINISHERS	Leather tannery having turnover > 80.00 Cr.
•	ZAZ Fashions	100 % EOU of footwear
•	Karmin International	100 % EOU of Horse Saddlery
•	S.F.R.Impex	100 % EOU of Horse Saddlery
•	Usmani Tanners	100 % EOU of Belts
•	Universal Agencies	A Firm engaged in High Sea Sales Transactions
•	G-MAX Multimedia P. Ltd	A Co. engaged in Multimedia Animation and CAD/CAM/CAE solutions

c) BANKS :

	NAMES OF THE BANKS	ASSIGNMENT OF	YEARS	PERIOD
1	State Bank Of India	Branch Statutory audit	5	1993-1997
2	Union Bank Of India	Branch Statutory audit	5	1998-2002
3	Allahabad Bank	Branch Statutory audit	5	2003-2007
4	Bank of Baroda	Branch Statutory audit	4	2008-2011
5	Indian Overseas Bank	Branch Statutory audit	1	2011-2012
6	Baroda Eastern UP Gramin Bank	Branch Statutory audit [RRB]	4	2004-2007
7	The Benaras State Bank	Concurrent audit	3	1998-2000
8	Central Bank Of India	Concurrent audit	3	1998-2000
9	Union Bank of India	Concurrent audit	1	2009-----
10	Reserve Bank of India Employees Cooperative Bank Ltd. Kanpur	Concurrent audit	1	October 2011 onwards
11	Syndicate Bank , New Delhi	Concurrent audit	1	02.02.2012- 31.02.2013
12	State Bank of Patiala	Revenue Audit	4	2003-2006
13	Punjab National Bank	Revenue Audit	6	2003-2008
14	Allahabad Bank	Revenue Audit	1	2009-----
15	Bank of India	Inspection /Revenue audit	1	2003

d) OTHER SPECIALIZED ASSIGNMENTS:

CLIENTS	PARTICULARS OF CLIENTS	Associated as
➤ Hameed Leather Finishers	Leather Tannery – 100 % export oriented	ERP establishment & Fraud Detection Audit [ongoing]
➤ ZAZ Fashions	100 % EOU of footwear	Fraud Detection Audit [completed]
➤ CALICO TRENDZ	100% EOU of footwear	Fraud detection Audit [ongoing]
➤ Bharat Sanchar Nigam Ltd. [BSNL]	Largest telecommunication co. in India	Accounts restructuring work [completed]
➤ Power Corporation of India Ltd	Biggest power sector unit in India	Reconciliation & Fraud detection Audit [ongoing]
➤ U.P.Unsurchit Jati Vitt Evam Vikas Nigam Ltd	An undertaking for Minority community	20 year's reconciliation work
➤ Northern Regional Inst. Of Printing Technology, Allahabad	Statutory Audit of funds utilization	Auditor



➤ Project Coordinator Committee polytechnic Project [ORAI,ETAWA U.P.] —	Statutory Audit of funds utilization	Auditor
➤ Model Tannery	One of the oldest leather tanneries of city Kanpur .	Special audit to find out misappropriation of funds [completed]
➤ Bharat Petroleum corp. ltd	A petroleum maestro	Audit of company owned pumps

➤ **SPECIAL EXPERIENCE :**

- ◆ E.R.P. establishment
- ◆ Account restructuring assignments of public sector undertakings after their corporatization.[with experience of BSNL.]
- ◆ Fraud detection / internal audit of both govt. And private sectors
- ◆ Establishing costing techniques in manufacturing units..
- ◆ Management system audit
- ◆ Claim audits of insured .

Signature -

Name of the partner -

For and on behalf of -

: CA. NAVAL KAPUR - M.COM , FCA

: NAVAL KAPUR & CO.

Chartered Accountants