

The Institute of Corporate Secretaries of Pakistan

List of books

| S. No. | Subject | Title of Books | Written by |
|--------|--------------------------------------|---|----------------------------|
| 1 | Economics Environment | Micro & Macro Economics | Samuelsons |
| | | Economics of Pakistan | Khawaja Amjad Saeed |
| 2 | Introduction to Accounting | Financial Accounting | Meigs & Meigs |
| | | Accounting Principles | Jerry J. |
| 3 | Business Mathematics & Statistics | Introductin to Statistics | Ronald E. Walpole |
| | | Business Mathematics | Mirza M. Hassam and M. Ali |
| 4 | Commercial and Industrial Laws | Commercial and Industrial Laws | A.G. Chaudhary |
| | | Business Laws | Mc Kuchhul |
| | | | Bare Act |
| 5 | Information Technology | A Complete Book on I.T | Rajesh Trehan |
| 6 | Human Resource Management | Organizational Behaviour | Fred Luthans |
| | | Integrated Management | PBP |
| 7 | Business Finance | Management Accounting/ | Khan & Jain |
| | | Financial Management | Khan & Jain |
| 8 | Financial Accounting & Reporting | Financial Accounting & Principles | PBP |
| 9 | Corporate Tax Management | Income Tax Guide 2005 | Najeeb Mochala |
| | | Complete Income Tax Law | Shaikh Asif Salam |
| | | | Bare Act |
| 10 | Company Law & Allied Rules | Companies Ordinance 1984 | Nazeer Ahmed Shaheen |
| 11 | Meeting Law and Procedure | The Administration of Company | G. Nizamuddin |
| | | Meetings | |
| 12 | Secretarial Practice and Audit | Secretarial Practice | D.P. Jan |
| | | | Bare Act of Pakistan |
| | | | Nazeer Ahmed Shaheen |
| 13 | Corporate Laws & Practice | (i) Complete Company Law and Procedure | Sheikh Asif Salam |
| 14 | Corporate Laws & Practice | (ii) Practical Approach to Companies Ordinance | Nazir Ahmed Shaheen |