



THE INSTITUTE OF Company Secretaries of India

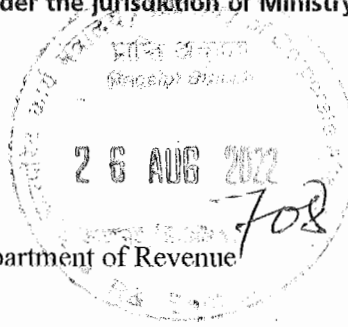
भारतीय कम्पनी सचिव संस्थान

IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)

MCA: 2022

August 26, 2022

Shri Tarun Bajaj, IAS
Secretary
Ministry of Corporate Affairs & Department of Revenue
Government of India
Shastri Bhawan
New Delhi -110001



Subject: Request for granting exemption from delayed filing fee for DIR 3KYC and KYC web for the directors

Sir,

We wish to draw your kind attention towards the provisions of Rule 12A of the Companies (Appointment and Qualification of Directors) Rules, 2014 (the Rules). It provides that every individual who holds a Director Identification Number (DIN) as on 31st March of a financial year shall, submit e-form DIR-3-KYC for the said financial year to the Central Government on or before 30th September of immediate next financial year.

As per the second proviso to Rule 12A of the Rules where an individual who has already submitted e-form DIR-3 KYC in relation to any previous financial year, is required to submit web-form DIR-3 KYC-WEB through the web service in relation to any subsequent financial year, it shall be deemed to be compliance of the provisions of this rule for the said financial year.

Accordingly, the last date for submitting forms DIR-3 KYC and DIR-3 KYC WEB is on or before the 30th September. The fee for delayed filing for form DIR-3 KYC & KYC WEB is Rs. 5,000.

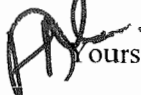
As you are aware that the Ministry is rolling out 9 forms in first phase which will be launched on 31st Aug 2022 at 12:00 AM. Such forms are- DIR3-KYC Web, DIR3-KYC E-form, DPT-3, DPT-4, CHG-1, CHG-4, CHG-6, CHG-8 & CHG-9.

In this regard, we wish to submit that as per the MCA communication, company e-Filings on V2 portal has been disabled from 15th August, 2022 till 31st Aug, 2022 for such 9 forms. In view of this, the directors cannot file DIR-3 KYC and DIR-3 KYC web w.e.f. August 15, 2022 till 31st August, 2022.

Considering above, we request your goodself to consider granting exemption from delayed filing fee for forms DIR 3KYC and KYC web for the directors till 30th October, 2022.

We shall be pleased to provide any further information or clarification in this regard on hearing from your goodself.

Thanking You,

 Yours faithfully,

(CS Asish Mohan)
Secretary

Vision

"To be a global leader in promoting good corporate governance"

Motto

सत्यं वद। धर्मं चर। Speak the truth. Abide by the law.

Mission

"To develop high calibre professionals facilitating good corporate governance"

Connect with ICSI

ICSI House, 22, Institutional Area, Lodi Road, New Delhi-110 003
tel 011- 4534 1000 fax +91-11-2462 6727 email info@icsi.edu website www.icsi.edu

