



**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)

Announcement

Revised Secretarial Standards on Meetings of the Board of Directors (SS-1) and General Meetings (SS-2)

*(Revised by the Institute of Company Secretaries of India (ICSI) and approved by the
Central Government under Section 118(10) of the Companies Act, 2013)*

Secretarial Standards on Meetings of the Board of Directors (SS-1) and General Meetings (SS-2) were made applicable from 1st July, 2015 and revised version thereof were made applicable from 1st October, 2017 (“Existing version”).

Considering the legal amendments on the subject, SS-1 and SS-2 have been revised further by the ICSI to bring them in alignment with the provisions of the Companies Act, 2013 and Rules made thereunder (“the Act”).

The ICSI is pleased to announce that the approval of the Central Government for specification of the Revised SS-1 and SS-2 under Section 118(10) of the Act was accorded *vide* Ministry of Corporate Affairs (MCA) letter dated 2nd January, 2024.

The Revised SS-1 and SS-2 are available on the ICSI website at the link <https://www.icsi.edu/ssb/home>

The Revised SS-1 and SS-2 shall be effective from 1st April, 2024.
