



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)

etc

MCA: September: 2020

Shri Rajesh Verma, IAS
Secretary
Ministry of Corporate Affairs
Government of India
Shastri Bhawan
Dr. Rajendra Prasad Road
New Delhi - 110001

25th September, 2020

प्रति एवं प्रेक्षक/ R & I Section
भारत सरकार/ Govt. of India
कार्पोरेट कार्य विभाग
Ministry of Corporate Affairs
डॉ. सं./Dy. No.
दिनांक/Date: 25/9/2020

Subject: Request for extension of timelines for Annual filing of One Person Companies (OPC) due to Covid 19- reg.

Respected Sir,

As your good self is aware that economy is struggling to come out of the impact of COVID-19 crisis. The corporate specially the One Person Companies (OPCs) and Small Companies are facing huge challenges to meet the ends and function smoothly. Considering the current crisis, we request your esteemed office to consider relaxations in due dates of the annual filing by the OPCs:

In terms of the third proviso to Section 137(1) of Companies Act, 2013, OPCs shall file a copy of the financial statements duly adopted by its member, along with all the documents which are required to be attached to such financial statements, within one hundred eighty days from the closure of the financial year i.e by 27th September each year.

Further, first proviso to Section 92 (1) of Companies Act, 2013 provides that an OPC and Small Company, the annual return shall be signed by the Company Secretary, or where there is no Company Secretary, by the Director of the Company.

On account of the difficulties and hardship faced by the stakeholders due to the COVID 19, it is requested extend the timelines for annual filing of OPCs upto 31st December, 2020. This will ease the difficulties faced by the OPCs in the time of crisis.

We shall be pleased to provide any further information 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। इष्टकारं कुरु। क्लेशं त्यज।
इष्टकारं कुरु। क्लेशं त्यज।

Mission

"To develop high calibre professionals
facilitating good corporate governance"

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