



**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: 2021

October 26, 2021

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



Subject: Request for extension of time limit for annual filing of e-forms-reg.

Respected Sir,

This has reference to the provisions of the Companies Act, 2013 (hereinafter referred to as 'the Act') pertaining to the filing of e-forms to be made by companies on an annual basis. As per section 96(1) of the Act, every company is required to hold Annual General Meeting (AGM) within a period of six months from the date of closing of the financial year. However, third proviso to section 96(1) provides that, the Registrar of Companies may for special reason extend the time within which AGM shall be held by a period not exceeding three months.

In the matter of the above provisions, the Institute extends its heartfelt gratitude towards the Ministry for having considered the request favourably and advising the Registrar of Companies for providing extension of time for holding AGM by companies for the financial year ended on 31.03.2021 under the third proviso to section 96(1) of the Act.

Further, as per Section 137(1), financial statements duly adopted at the AGM are required to be filed with the ROC within thirty days of the date of AGM and Every company shall file with the Registrar a copy of the annual return, within sixty days from the date on which the AGM is held, in terms of provisions of Section 92(4) of the Companies Act, 2013.

Sir, as you are kindly aware that the ongoing period is marked by host of filings under various laws; companies and professionals have been engaged in pursuing compliances under other regulatory regimes alongside those mandated under the Companies Act, 2013. In this regard, we wish to submit that despite all odds, many companies have already conducted their AGM but are facing practical and technical problems in filing their annual filings within the designated time period.

For..

Vision

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

Motto

सत्यं वद। धर्मं चर। इष्टं कुरु। त्वां कुरु। अविदुषु त्वां कुरु।

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





In light of the above, we request you to kindly consider the extension of last date of filing e-forms AOC-4, AOC-4 (XBRL) and MGT-7 without additional fees for such companies till 31st December, 2021.

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

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