



**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)

6<sup>th</sup> October, 2021

Dear Professional Colleague,

**Subject: Clarification w.r.t. amendments in ICSI Unique Document Identification Number (UDIN) Guidelines, 2019**

In continuation of the communication sent today with subject line "Amendments in ICSI Unique Document Identification Number (UDIN) Guidelines, 2019".

The amended ICSI (UDIN) Guidelines, 2019 (the guidelines) were effective from 1<sup>st</sup> October, 2021 but due to technical reasons the same was communicated to the members today. In view of the difficulties in observance of the guidelines, the Competent Authority of the Institute has approved generation of UDIN by the members w.e.f. 7<sup>th</sup> October, 2021.

Further, in light of queries received from members, it is hereby clarified that the generation of UDIN under the guidelines shall be mandatory for e- form MGT-7 only and for other e-forms, it remains optional.

Thanking You,

Yours Sincerely,

(CS Asish Mohan)  
Secretary

**Vision**

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

**Motto**

सत्यं वद। धर्मं चर। इष्टं कुरु तृप्तोः बन्धेनैः स्युः कुरु।

**Mission**

"To develop high calibre professionals  
facilitating good corporate governance"