

MCA rationalizes 52 ROC e-Forms for V3 portal

Amendments made to streamline, optimize and digitize fields and attachments in e-Forms

PAS Forms

- Shareholders' resolution for approval of bonus issue not required to be attached in PAS-3 [Return of allotment].
- PAS-3 – Following particulars added
 - Details of valuation report & valuer in case of issuance of securities for non-cash consideration & conversion
 - Type of allotment [public, preferential/ESOP/Sweat equity, rights issue, etc] to be selected
 - Details of conversion
 - Confirmation that PAS-3 for previous allotment filed.

AOC Forms

- AOC-5 [Notice of address where books of accounts are kept] -
- Latitude & Longitude to be mentioned where books are to be kept.
 - Also following documents to be attached;
 - Proof of address,
 - Copies of the utility bills,
 - Photograph of external building of RO and inside office with atleast one director / KMP who has affixed DSC to the form.

MGT Forms

MGT-14 revised to capture the details of resolution passed for voluntary liquidation & details of appointment of liquidator.

Signing of forms by liquidators/RP

IRP/RP/Liquidator added as signatories, allowing them to sign forms.

Intent of the amendments

- Making the forms more comprehensive.
- Replacing the physical declarations with digital declarations.
- Easing the filing process for companies under liquidation.
- Aligning the forms with the provisions.
- Removal of duplicate fields.

Amendments effective from Jan 23, 2023

INC Forms

- Intimation of nomination for OPC including appointment, change etc to be filed through **Form INC-4** instead of INC-3.
- For conversion of OPC to Public or Private or vice versa:
 - ROC to grant certificate after examination of latest audited financial statements.
 - e-MoA & e-AoA, to be submitted along with INC-6.
- For conversion into section 8 company, ROC shall additionally consider **two years Financial Statements** to decide whether to grant the license or not.
- As the physical declarations are made part of the form as digital attachments certain formats like INC-14 & INC-15 are now omitted.

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SH Forms

SH-11 [Return of Buy-back] - declaration of compliance with buy-back provisions in form SH-15 is now included in SH-11. Thus, SH-15 not required to be attached.

MR Forms

- MR-1 - Consent to act as Manager/ MD/WTD not mandatory to attach.
- MR-2 revised in line with the current provisions.

MSC Forms

In MSC-1 [for obtaining status of dormant companies], following documents not required to be attached;

- NOC from creditors not required to be attached;
- Certificate that there is no dispute in the management/ownership

URC Forms

In Form URC-1 [for conversion to company], NOC of charge holder, if any, to be additionally attached with NOC of secured creditors. Also, following attachments are omitted;

- Consent from majority members agreeing for registration as Company;
- Undertaking from proposed directors to comply with Indian Stamp Act;
- Objects of the company and declaration that profits are utilised for promoting objects and are not distributed [only in case of conversion to Section 8 company];